Ontario

THE ONTARIO OPERATING FUNDS DISTRIBUTION MANUAL

A Manual Governing the Distribution of Ontario Government Operating Grants to Ontario Universities and University-Related Institutions (Formula Manual)

1998-99 FISCAL YEAR

Universities Branch
Ministry of Training, Colleges and Universities
Toronto, Ontario

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FOREWORD

In case of conflict, rulings and interpretations in this manual take precedence over those contained in any other document referred to by this manual; however, any such conflict should be brought to the attention of the Director, Universities Branch, Ministry of Training, Colleges and Universities.

Under no circumstances should a university make decisions unilaterally on matters requiring an interpretation of the distribution mechanism. Whether the problem is one of definition, one of programs not specifically identified in the categorization scheme, or one of exceptional circumstances requiring special consideration, the matter should be raised formally--prior to completion and submission of enrolment reports--by writing to the Director, Universities Branch.

The ministry fiscal year covered by this edition of the manual is 1998-99. Unless otherwise indicated, the rulings, procedures and definitions, etc., contained herein apply to the whole of this fiscal year.

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1. GENERAL

The purpose of a distribution mechanism or formula is to provide an objective method for determining the share of the provincial operating grant to be allocated to each university. The Ontario distribution mechanism aims to ensure a reasonable degree of equity in the distribution of available government support. It does not in itself provide the basis for determining the level of such support.

It should be noted that the distribution mechanism is not intended to limit or control the expenditure of funds granted to the universities, except in the case of specifically-targeted special purpose grants.

The non-targeted university operating grants may be applied to any eligible university operating expenditure. Eligible expenditures include all operating expenditures except those related to:

(a) assisted/sponsored research,

(b) principal and interest payments on capital indebtedness,

(c) student aid,

(d) ancillary enterprises,

(e) capital projects.

1.1. Definitions

A series of definitions used generally throughout this manual follows. Detailed definitions used in the calculation and reporting of enrolment for funding purposes are contained in Section 4 (Enrolment Reporting Requirements).

1.1.1. Institution

For the purposes of this manual, "institution" means an eligible institution as listed in Section 2.

1.1.2. Program

For the purposes of this manual, a program is defined as a sequence of courses or other units of study prescribed by an institution for the fulfilment of the requirements of a particular degree, diploma or certificate.

1.1.3.Transfer

A transfer is defined as a change from one sequence of courses or other units of study that fulfils the requirements of a degree, diploma or certificate to another sequence of courses that fulfil the requirements of a different degree, diploma or certificate, even if course credits are transferred from one program to the other.

1.1.4. Program Level

For the purposes of this manual, the program levels are defined as follows:

- preliminary or qualifying year
- diploma
- certificate
- undergraduate baccalaureate
- professional
- master's
- doctoral
- special or unclassified

1.1.5. Professional

As used in this manual, "professional" refers to programs leading to diplomas or degrees in the following disciplines:

Agriculture
Architecture
Commerce & Business Administration
Dentistry
Divinity/Theology
Education
Engineering
Forestry
Household and Food Science
Hygiene and Public Health
Journalism
Law
Library Science
Medicine
Music
Nursing
Optometry
Pharmacy
Physical and Health Education and Recreation
Physio and Occupational Therapy
Secretarial Science
Social Work
Veterinary Medicine and Animal Science

1.1.6. One Full Term or Its Full-Time Equivalent

This is defined in detail in Section 4 (Enrolment Reporting). For undergraduate work, this means at least 0.5 FFTE. For graduate work, this means a minimum of a 1.0 term FTE.

1.1.7. Dependent

For purposes of this manual, a dependent of a person includes his/her:

a) spouse,
b) unmarried child, or
c) spouse's unmarried child.

1.2. Historical Background

The idea of devising an objective mechanism to allocate operating grants to Ontario Universities was deliberated for many years. A strong endorsement of this principle came from the 1965 Bladen Commission report.

The distribution of operating funds to Ontario universities by means of an enrolment-based formula was first introduced for the 1967-68 fiscal year. The various programs were weighted to approximate relative costs. Basic income unit (BIU) counts were generated by multiplying full-time equivalent (FTE) enrolment by the appropriate program weights. (The weights range from 1.0 to 7.5). To calculate the grant entitlement for each institution, the value of the basic income unit was determined by government, on the advice of the Committee on University Affairs. The dollar amounts of basic operating income (BOI) were calculated by multiplying the BIU counts by the BIU value. Formula fee rates were set for each program by the government, and reviewed each year. The full-time equivalent enrolment was multiplied by these fee rates to calculate total formula fee income. These formula fees were subtracted from basic operating income to determine each institution's operating grants.

Appendix 1.2 summarizes the changes in the formula between 1967-68 and 1986-87. The first version of the formula was used to determine the allocation of operating grants from 1967-68 through to 1972-73, with only some minor adjustments in weighting schemes and in the calculation of full-time equivalency. However, during this period, a change in policy occurred, whereby the government determined the total available operating grant dollars, rather than the BIU value for the year. This resulted in the formula becoming purely a mechanism for determining the distribution of grants between institutions, rather than the determining factor for the total amount of operating support provided. The BIU value was thereafter merely an artifact, determined by dividing the total available dollars by the total number of funding units in the system.

For the 1973-74 fiscal year, in response to representations from institutions, "slip-year" financing was introduced. Under this scheme, grants were distributed on the basis of the previous, rather than the current year's enrolment, thus permitting more effective planning in the institutions. Grants for the years 1973-74 through to 1975-76 were calculated in this way, with a few more minor changes in weighting and FTE calculation.

For the 1976-77 fiscal year there was a major change in the way that students were counted, with the simultaneous introduction of fractional unit counting and multiple term reporting for all students at the undergraduate level. Also in that year, a freeze was introduced on the graduate counts for funding purposes: the 1975-76 level was to be used for three years. Moreover, to reduce the sensitivity of the distribution mechanism to changes in enrolment at all levels the formula now took into consideration more than one year of enrolment data: in 1976-77 the grants were based on one-third 1974-75 and two-thirds 1975-76 undergraduate data; in 1977-78 an average of the previous three years was used.

For the distribution of 1978-79 operating grants, the formula was amended again: the notion of enrolment averaging to reduce sensitivity to enrolment fluctuations was retained, and the concept of base (or "fixed cost") and moving average (or "variable cost") was introduced. The base years were set at 1974-75, 1975-76 and 1976-77; the moving average consisted of the three years immediately prior to the grant year. To further reduce sensitivity to enrolment changes a factor was introduced which effectively discounted increases or decreases in enrolment beyond the base levels.

This formula remained in operation for grant distribution up to and including grants for 1983-84. The freeze on graduate student counts for funding purposes was lifted for grants distributed in 1979-80. The discount factors employed were fifty per cent at the undergraduate and master's graduate levels, and sixty-six and two-thirds per cent at the doctoral graduate level.

Operating grants for 1984-85, 1985-86 and 1986-87 were distributed on the basis of an "interim formula", consisting of two-thirds of the "old" formula and one-third of the "new" formula.

This "new" formula attempted further to reduce sensitivity to enrolment fluctuations, and to combat some concerns about the use of 1974-76 enrolment levels as a base. The "new" base funding BIU and formula fee counts consisted of the average of the old base years (1974-5, 1975-76, and 1976-77) together with the three years having the highest BIU counts between 1974-75 and 1982-83. This average was thus based on different years depending on the institution concerned. A moving-average BIU and fee counts were calculated from the latest three years, as before, but were the basis for only twenty-five per cent of the grant distributed by the "new" formula, at all levels.

1.3. Outline of Distribution Mechanism for 1987-88 and Beyond

On December 17, 1986, the Chairman of the Ontario Council on University Affairs delivered Advisory Memorandum 86-VII, "Modification of the Operating Grants Formula" to the Minister of Colleges and Universities. This advisory memorandum recommended a new operating grants allocation mechanism for 1987-88 and beyond.

Council reaffirmed its objectives for the operating grants distribution mechanism, as outlined previously in Advisory Memorandum 77-VII, "The Ontario System: A Statement of Issues", and re-iterated in Advisory Memorandum 82-XV. The objectives were to provide:

1. funding stability by preventing extreme fluctuations in institutional income;

2. funding predictability to assist institutions in their planning efforts;

3. equitable allocations among institutions;

4. accountability to the public by linking funds to some quantifiable factor; and

5. a method that is simple to use, understandable and practical to implement.

Earlier in 1986, the council had consulted with the institutions on the priority that should be attached to each of these objectives. In general, institutions attached highest priority to funding stability and/or equitable allocation rather than to the other objectives. The primary direction for formula revision chosen by the council was, therefore, enhanced funding stability, in order to achieve the following aims:

(a) protect institutions' funding from the impact of the actions of other institutions;

(b) reduce the incentive for institutions to use growth only for the purpose of increasing their share of total operating grants;

(c) provide the opportunity for quality considerations as well as for quantity considerations in academic decisions; and

(d) reduce short-term variations in funding which may result from fluctuating enrolment patterns in future years.

A secondary direction undertaken in this formula revision was to address some of the concerns raised by institutions about the fairness of the existing formula in recognizing individual institutional needs. The council undertook to address those concerns only if there were new funds available to support adjustments. Such adjustments were not to be made in a zero-sum situation where they would result in reductions in funding for other institutions. The Minister, on November 3, 1986, announced that funds had been made available for the council to address concerns about the recognition of expanded instructional and research activity, and the special needs of the northern institutions. The council, therefore, had two additional aims for its formula revision related to instructional concerns:

(a) to provide appropriate recognition for relative changes in past levels of activity by adjusting the level of funding with due regard to the past legacy of funding patterns; and

(b) to adjust institutional funding over the long term, in relation to changing levels of activity.

The council's recommended formula revision was a multi-faceted system of operating grant distributive mechanisms, with a number of different functions, but integrated in total impact. It is based on an "envelope" approach to operating grants allocation.

Five separate envelopes were designated for 1987-88:

(1) Basic Grants Envelope;
(2) Enrolment Adjustment/Accessibility Envelope;
(3) Mission-Related Institution-Specific Envelope for:
    (a) Northern Mission,
    (b) Institutional Weights (Ryerson and OCAD),
    (c) Bilingualism,
    (d) Differentiation;
(4) Research Overheads/Infrastructure Envelope; and
(5) Program Adjustment Envelope.

In April 1988, the Minister requested that the OCUA provide advice on a new approach to funding for 1990-91 and subsequent years, to take into account the enrolment growth in 1989-90 and previous years, and to promote a planned and coordinated approach to future growth.

On March 30, 1989, the council provided its advice[1], and the Minister accepted a plan for the modification of the corridor mid-points to accommodate growth in the system.

On March 31, 1990, the council provided advice on the new corridor mid-point levels[2].

Changes have been made to the envelope structure, as required, since 1987-88. The various envelopes are described below.

1.3.1. Basic Grants Envelope

The basic grants allocation mechanism operates in the following manner:

(1) To begin with, each institution's share of the total basic grant equals its share of 1986-87 formula grants.

(2) Institutions continue to receive approximately this level of "real" basic grants, so long as their "moving-average" of basic income units (BIUs) remains in a corridor of ± 3%. The only variation in an institution's funding would be the tuition fees gained or lost by varying levels of enrolment.[3]

(3) When an institution's moving-average BIUs fall <u>below</u> its corridor, it would have its BOI, and hence basic grants, reduced in line with the decline in BIUs. Under the terms of the formula devised by the Ontario Council on University Affairs, the institution may negotiate for the establishment of a new corridor lower than its current one at a lower level of basic grants to avail itself of the funding stability inherent within a corridor. A new corridor would be based on an agreed plan. The institution would be able to approach the ministry prior to, or after, going below its floor.

(4) When an institution's moving-average BIUs go <u>above</u> its corridor, it would receive no automatic increase in basic grants, but would retain all incremental

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1 The Ontario Council on University Affairs, Advisory Memorandum 89-II, "Modification of the Operating Grants Formula".

2 The Ontario Council on University Affairs, Advisory Memorandum 90-I, "Revisions to Universities Formula Grants Envelope Corridor Mid-Points as a Result of the 1989-90 Corridor Negotiations".

3 This assumes that total basic grants and formula fee rates increase annually at the same rate. If the percentage increases in total basic grants and formula fee rates differ, the rate of increase in basic grants may vary among institutions according to the proportion of BOI funded by fees at each institution. In this context "real" basic grants refers to the 1986-87 formula grants escalated by the annual increase in system-wide formula grants.

tuition fees. With the agreement of the ministry, and if it approaches the ministry prior to going above its ceiling, the institution may negotiate the establishment of a new corridor above its current level at a higher level of basic grants. A new corridor would be based on an agreed plan.

(5) The 1987-88 basic grants entitlements were adjusted as the enrolment/accessibility and institutional weight adjustments were applied.

(6) Between 1990-91 and 1995-96, the basic grants entitlements were adjusted to reflect the revised corridor mid-points which had been negotiated by the institutions with OCUA during 1989-90. The adjustments were made via a temporary "transition grant" envelope and provided added funding based on revised moving-average enrolment counts. In 1996-97, funding allocated under the transition envelope was integrated with the basic grant envelope allocation.

1.3.2. Enhanced Accessibility for Students with Disabilities Envelope

This envelope grew out of the Enrolment Adjustment/Accessibility Envelope (described in Sections 1.3.11). Funding specifically targeted to assisting disabled students commenced 1989-90 (see Appendix 1.3.2). Until 1994-95, grants were allocated on the basis of each institution's share of base BIUs, subject to a funding floor provision that was established to ensure staffing of an office dedicated to serving persons with disabilities. Commencing 1994-95, funding is distributed according to a three-year moving average of full-time equivalent student enrolments, again with a funding floor provision.

1.3.3. Fair Funding for Universities Grants

In the budget of May 1998, the government announced that an additional $29 million would be allocated to universities to reduce the variations in funding per student which had developed over the years. Funding was allocated based on the corridor midpoints used for the 1998-99 funding year. An estimate of discretionary fee revenue was added to the income from standard fees and basic grants for 1998-99, and Fair Funding Grants calculated based on the difference in revenue per corridor midpoint BIU from $5,704 multiplied by the number of units in each institution's corridor midpoint count.

The additional funding is to be phased in over three years, $10 million in 1998-99, $20 million in 1999-00 and $29 million in 2000-01. In 1998-99 terms all institutions will have revenue per corridor midpoint BIU of a minimum 99.45% of the provincial average when the program reaches maturity. The intent is to roll these grants in to the basic grants envelope as a permanent addition to the share of BOI for each of the recipient institutions when the program is complete.

Grant recipients must provide a five year plan to hire new faculty and to provide professional development to existing faculty, with a view to enhancing the quality of undergraduate education. When the planned activities are complete, the funds will be rolled in to the basic grants envelope (in 2003-04).

1.3.4. Mission-Related Institution-Specific Envelope

This envelope comprises the former category of operating grants known as "extra formula" which incorporated the special northern grants. Extraordinary grants are included in this envelope from time to time.

1.3.4.1. Northern Ontario Grants

In 1997-98, as a result of the dissolution of the Ontario Council on University Affairs and the need to streamline funding related activity within a down-sized ministry, the former Northern Ontario Operations Grants, the Northern Ontario Mission Grants, and the Off-Campus special grants were combined in to one Northern Ontario Grant. Special reporting requirements for the Off-Campus and Northern Mission Grants were discontinued, and the allocation of Northern Grants for 1997-98 and subsequent years is to be made in the same proportion as the sum of its predecessor grant allocations.[4] The purpose of the grant program remains that of its predecessor programs, described below.

(1) Northern Ontario Operations Grants

Northern Ontario grants are provided to the northern institutions to offset the extra costs faced by these universities. Besides those due to environmental factors, costs include those due to the isolation of northern universities, and the consequent need to maintain a more varied minimum range of programs than would be feasible without extra support. Support levels were determined by OCUA as a percentage of prior year's basic operating income, or in terms of the percentage increase in prior year's basic operating income. The "mini-formula" used for the calculation was outlined in OCUA Advisory Memorandum 75-VII. In Advisory Memorandum 88-III "Northern Ontario Grants Review", the council recommended that this grant continue to be distributed according to the same mini-formula. This advice was accepted by the Minister, and grants were allocated in this manner until 1992-93. In response to restricted grants in 1992-93 and subsequent reductions in grant levels, OCUA advised that use of the mini-formula be suspended and grants have been allocated annually according to the shares in effect in 1991-92 since that year. The allocation of the northern Ontario operations grants from their inception in 1975-76 up to the 1996-97 year is detailed in Appendix 1.3.4.1.

(2) Northern Ontario Mission Grants

Starting in 1987-88, a special annual grant allocation was made to the northern institutions to address particular needs in providing mission-related university-level education "for the north" in northern Ontario. In Advisory Memorandum 88-III, the council advised that this grant be distributed to the northern institutions in the same proportions as the northern Ontario operations grants.

The council recommended that the institutions at the beginning of each fiscal year be required to report to the council how these funds were to be spent to support activities related to their northern Ontario mission and that they be required to report to the ministry

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[4] In the case of Off-Campus grants the amount which was rolled in to the Northern Grant was an average of the enrolment based grants over the previous five years. This compensated for annual variations in grant levels between institutions which occurred because of the enrolment based nature of the funding.

three months after the end of each fiscal year as to how the funds were spent. The need for an evaluation was re-affirmed in Advisory Memorandum 89-III. The evaluation was undertaken in 1992-93, and the resultant recommendations, accepted by the Minister, were put forward in Advisory Memorandum 92-XI. In summary, Council recommended that the grant recipients establish separate and specific accounting for funds that were expended under the terms of this envelope and that the definition of eligible expenditures excluded:

- all activities that could be eligible for funding under the Off-Campus Grant Envelope which is administered by the Ministry;
- practice teaching and related costs normally provided for through the weight of 2 that is allocated to teacher education;
- all off-campus activities not directly related to the Northern Mission teaching and research functions of the university or college;
- sabbaticals; and
- library expenditures not directly related to activities that are unique to Northern Ontario Mission Grants.

The Ministry undertook to perform both pre- and post-fiscal year monitoring. At the beginning of each fiscal year, eligible institutions seeking Northern Ontario Mission grants were required to submit to the ministry a planned expenditure report indicating how the funds were to be spent to support activities related to their northern Ontario mission. In addition, three months after the end of the fiscal year, grant recipients were required to submit to the ministry a report of how the funds were actually spent.

1.3.4.2. Bilingualism

The Government of Ontario has provided special bilingualism grants since 1967-68, in recognition of the costs incurred for this purpose by various institutions. These grants finance three main objectives. First, to provide educational opportunities in their own language to Franco-Ontarians. Second, to make available in institutions of different sizes parallel course streams in a bicultural ambience for both English and French language groups.

Third, to provide bilingual and bicultural exposure to anglophone and/or francophone groups.[5]

In Advisory Memorandum 83-IX, the Ontario Council on University Affairs documented the incremental cost of existing bilingualism programs using 1981-82 cost data. On the basis of the study's findings, the level and distribution of bilingualism grants were adjusted in 1984-85 to reflect more accurately the incremental costs of bilingualism. This distribution among institutions formed the basis of bilingual grant allocations for the period 1984-85 through to 1988-89. The Ontario Council on University Affairs completed its third cost study of bilingualism in 1988-89, using 1987-88 data. The methodology was revised to include associated computer costs. The recommendations were presented in Advisory Memorandum 89-III and they incorporated the recommendation in Advisory Memorandum

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[5] Ref. First Annual Report, Ontario Council on University Affairs, 1974-75.

88-IV, that an additional $5.0 million be provided for bilingualism programs in 1989-90. The total funds available for annual distribution within this program are equal to the previous year's grants increased by the percentage increase in the total university-system basic operating grants. The amounts allocated each year since 1967-68 are contained in Appendix 1.3.4.2.

On January 9, 1992 the Minister of Education and Training asked that the Advisory Committee on Francophone Affairs (ACFA/CCAF) assess the extent to which the bilingualism grants envelope and the start-up/development and maintenance grants from the special purpose grants envelope contribute to the development of a complete range of French language programs and services at the university level [6]. Before its abolition in December, 1993, ACFA/CCAF submitted its report to the Minister. The report was passed on to the Franco-Ontarian Education and Training Council (FOETC), which was mandated to make recommendations on French-language education. With the dissolution of FOETC in August, 1996, the responsibility for recommendations for French-language programs and services at the university level was transferred to the Consortium des universités de la francophonie ontarienne (CUFO). In 1996, the start-up/development and maintenance grants were eliminated and the maintenance grant was amalgamated with the bilingualism grants. CUFO is currently working on an accountability framework for the bilingualism grants.

1.3.4.3. Differentiation

In 1981-82, a new category of operating fund grants was introduced: differentiation grants. In prior years the Ontario Council on University Affairs had repeatedly stated its belief that there was a need for system-wide rationalization. This, it was felt, should be achieved primarily through institutional role differentiation. The council believed that each institution must identify its existing strengths as a basis for planning and development, and channel its initiatives in relation to those strengths. The council considered that differentiation grants were appropriate when an institution accepted a clearly differentiated role, demonstrated its intention to pursue its strengths efficiently and effectively, and required special funding to do so. The renewal or continuation of such a grant depends entirely on the progress the institution makes towards attaining its goals over the period for which the grant is awarded.[7] In 1987-88, the principle of a continuing differentiation grant was established. This new phase in the differentiation grant is geared towards maintaining a previously established differentiated role.[8]

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6 Letter from the Honourable Richard Allen, Minister of Colleges and Universities, to Ms Dyane Adam, Chair, Advisory Committee on Francophone Affairs.

7 The Ontario Council on University Affairs, in Advisory Memorandum 80-VI, "The Allocation of the Government's Operating Support for the University System in 1981-82".

8 The Ontario Council on University Affairs in Advisory Memorandum 87-I, "The Allocation of the Government's Operating Support for the University System in 1987-88".

Trent University was the first recipient of a differentiation grant. In the course of its development, Trent has chosen to differentiate itself from the other institutions in the Ontario university system and has a particular role to play as the only institution in the province engaged almost entirely in undergraduate Arts and Science instruction.

In 1988-89, the Ontario Council on University Affairs initiated a thorough review to identify and estimate the incremental costs of Trent's differentiation. The findings are documented in Advisory Memorandum 89-IV. As a result of the findings, it was recommended in Advisory Memorandum 89-III that the level of the differentiation grant should be increased or decreased annually by the percentage increase or decrease in basic funding. Since 1996-97 Trent's differentiation grant has been flat-lined.

In 1998-99 Nipissing University became the second university to be awarded a differentiation grant. Nipissing's grant, similar to Trent's, was given to support Nipissing's differentiated role as a primarily undergraduate university.[9]

The differentiation grants awarded since 1981-82 are detailed in Appendix 1.3.4.3.

1.3.4.4. Extraordinary Grant to Algoma

In Advisory Memorandum 88-VIII, the Ontario Council on University Affairs responded to the Minister's May 27, 1987 request for advice regarding the appropriateness of Algoma College's mission, range of programs and course offerings, and also Algoma's capital and operating support requirements. Upon acceptance of council's advice, the Minister awarded Algoma College an extraordinary operating grant for the first time in 1989-90, subject to the conditions noted in the advisory memorandum. Follow-up cost studies and reviews were carried out by OCUA to determine/recommend annual allocations. [10] The level of funding allocated each year is shown in Appendix 1.3.4.4.

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9 Advisement Letter from B. James Mackay, Director Universities Branch dated March 30, 1999 to Executive heads.

10 The Ontario Council on University Affairs in Advisory Memorandum 90-VII, "Extraordinary Grant for Algoma College 1990-91" and Advisory Memorandum 92-XI, "The Allocation of the Government's Operating Support for the University System in 1993-94". The annual change in funding level has been tied to the annual adjustment (increase or decrease) to the basic operating grant envelope.

1.3.5. Research Overheads/Infrastructure Envelope

During the discussions which took place in 1985-86 surrounding the modification of the university operating grants formula, concern was expressed about the level of funding provided for the overhead costs of sponsored research through the existing formula grant mechanism. It was pointed out that sponsored research activity and direct funding had increased significantly in recent years. The support of the indirect or overhead costs of this research through operating grants had not kept pace. This had a particularly negative impact on the research infrastructure and other areas of university operations at institutions heavily involved in resource-intensive research.[11]

In 1986-87, under the auspices of the University Excellence Fund program, a total of $15 million was allocated to enhance the research resources of the universities. This money was targeted to assisting with the acquisition of research equipment, specialized experimental facilities and highly skilled technical and professional support staff.

The research overheads/infrastructure envelope provides continuing assistance in the funding of research overheads. The bulk of funding for research infrastructure and overheads continues to be provided through the basic grants envelope. The additional envelope must be considered a marginal funding source for research activity. As such, it should be responsive to changes in the level of sponsored research activity at each university and should reflect the relative levels of costs incurred at each institution.

For 1987-88, the research overheads/infrastructure grants were allocated on the basis of each institution's proportion of peer-adjudicated sponsored research funding awarded to Ontario universities by the federal government's three granting agencies (the Social Sciences and Humanities Research Council, the Natural Sciences and Engineering Research Council and the Medical Research Council) for the years 1983-84, 1984-85 and 1985-86.

A review of the appropriate long-term mechanism for supporting overhead and infrastructure costs of sponsored research was undertaken by the Ontario Council on University Affairs in 1988[12]. The council recommended [13] that the allocation be made in future years on a similar basis to that made in 1987-88. Therefore, the distribution is made on the basis of a three-year moving average, and the total available grants is adjusted annually by the same percentage change as the basic operating grants.

To ensure that possible delays in obtaining data from the granting councils do not postpone the allocative advice, council recommended in Advisory Memorandum 91-XII that the allocative formula for distributing these funds be modified so that the years included in the three-year moving average are slipped two years instead of one.

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11 The Ontario Council on University Affairs, in Advisory Memorandum 86-VII, "Modification of the Operating Grants Formula".

12 The Ontario Council on University Affairs, in Advisory Memorandum 87-I, "The Allocation of the Government's Operating Support for the University System in 1987-88".

13 The Ontario Council on University Affairs, in Advisory Memorandum 87-XV, "Research Overheads/Infrastructure Funding Envelope Allocative Mechanism".

The Minister agreed, and the revision became effective commencing the 1992-93 funding year. Research overhead/infrastructure funding provided since 1986-87 is shown in Appendix 1.3.5.

1.3.6. Special Purpose Grants

A number of operating grant payments are made to Ontario universities and related institutions which are targeted to system needs and ministry priorities. Examples of programs for which special purpose grants are provided include:

(a) Aboriginal Education and Training Strategy (which supports programs and services for Aboriginal people);

(b) Francophone Programs (which assist, for example, with the start-up costs of the French as a Minority Language program and Ontario-Quebec faculty and student exchanges); and

(c) Ontario/Four Motor Initiatives (which provide for student exchanges and a multi-region International Business Program, as well as other programs partnered by Ontario and the "Four Motors" of Europe -- located in Germany, Spain, Italy, and France).

1.3.7. Institution-Specific Envelopes

A number of operating grant payments are made to specific Ontario universities or related institutions which are intended to fund a specific purpose or need.

1.3.8. Pay Equity Assistance

Pay Equity Assistance has been provided by the Ministry of Training, Colleges and Universities to postsecondary institutions since 1991/92 (see Appendix 1.3.8), to support the implementation of the Pay Equity Act of January 1, 1988. The Pay Equity Act aims to eliminate wage gaps created by the undervaluing of women's jobs compared to men's jobs. Institutions were required to post their pay equity plans and begin making salary adjustments commencing January, 1990.

The targeted funding in the postsecondary sector applies to job to job and/or proportional value pay equity plans.

Pay equity costs that have been eligible for funding:

- represent the total actual compensation adjustments for female-dominant job classes which were determined through pay equity plans;
- must have been paid out in a given calender year;
- include salaries, wages and benefits;
- exclude other compensation adjustments (i.e. those not covered by an established pay equity plan, such as annual merit increases);
- exclude one time retroactive awards (effective 1995/96); and
- must be over one percent of an agency's 1989 payroll (salary and wages only) in recognition of the base operating funding provided in 1990/91.

In the past, the Ministry has surveyed universities to determine their actual pay equity costs for the previous calender year. Pay equity allocations have been paid to institutions at government support rates. However, there was no pay equity survey for the 1997 calender year. The 1998/99 pay equity allocation was based on survey costs for the1996 calender year, and institutions received exactly the same allocations in 1998/99 as they did in 1997/98. See Appendix 1.3.8. for historical Pay Equity funding amounts.

1.3.9. Learning Opportunities Task Force

In the 1997 Budget, the Minister of Finance announced that the government would provide $30 million over five years to the Learning Opportunities Task Force and would implement the recommendations of the task force. The task force was established to develop pilot projects that would assist students with learning disabilities to make the transition to college or university.

Eight pilot projects were selected by the task force involving nine colleges and four universities. They were selected based on the recommendations of the Committee of Reference established by the chair of the task force. Evaluation criteria were established by the committee to facilitate the selection of the projects. The pilot projects began in September 1998. In 1998-99, $5.2 million was allocated in support of the pilot projects of which $1.3 million was allocated to universities.

1.3.10. Partnership Grants

1.3.10.1. Access to Opportunities Program

In the 1998 Budget, the Minister of Finance announced the establishment of a fund for increasing enrolment in computer science and high-demand engineering programs at universities and colleges. On May 29, 1998, the Ministry of Training, Colleges and Universities announced the initial design of the program. Detailed guidelines were released in October, 1998, and universities submitted applications under the program on November 16, 1998.

In March, 1999, universities and colleges were advised of the first stage of multi-year approvals which provided $34.3 million to universities for 1998-99. For universities, at the undergraduate level, the initial approvals will support a doubling of 1995-96 total enrolment in core ATOP disciplines at program maturity, with growth over 1997-98 at least 50% of the 1995-96 enrolment. At the graduate level, the approvals will support an increase of up to 50% of 1997-98 total enrolment in core ATOP disciplines. By 2000-01, entry-level enrolment must reach the level required to achieve the growth target by 2004-05. Growth may be achieved in existing core disciplines and in approved new core and non-core programs as outlined in the institution's multi-year plans.

The province will provide colleges and universities with one-time start-up funds of up to $120 million, along with $30 million in on-going operating grants over the first three years of the program, and up to $57M annually in ongoing operating grants to support these increased places in the future.

For the one-time start-up funding, institutions must raise 50% of their start-up costs from the private sector. The province will provide one-time funding to match dollar-for-dollar private sector in-kind and/or cash contributions towards eligible one-time start-up costs. The maximum provincial start-up funding per incremental FFTE will be:

- $9,800 for high-demand undergraduate engineering,
- $6,800 for undergraduate computer science,
- $9,800 annually, or $3,267 per term, for graduate students;
- $5,000 for related college programs.

Universities have until November 30, 1999 to secure private sector donations and/or pledges. All donations must be received by the end of the institution's fiscal year 2000-01. Each university must submit an annual report outlining the revenues and expenditures related to the one-time start-up funding, as part of its annual audited financial statement.

Ongoing operating funds will be provided for actual enrolment growth over the average of total undergraduate enrolments in 1995-96, 1996-97 and 1997-98, flowed on a slip-year basis. Universities disadvantaged by the use of the three-year average and/or slip year funding can choose to be funded on total undergraduate growth over 1997-98 levels and receive in-year funding. For graduate programs, ongoing operating funds will be provided for incremental growth over 1997-98 levels, flowed on a slip-year basis.

The rates for ongoing operating funding per incremental FTE are:

- $5,000 for high-demand engineering,
- $3,500 for computer science
- $10,000 annually or $3,333 per term for Masters students
- $15,000 annually or $5,000 per term for Doctoral students
- $2,000 for related college programs.

Participating institutions will be allowed to set their own tuition fees in computer science and engineering programs.

1.3.10.2. Graduate Scholarships in Science and Technology

As announced in the 1998 Ontario Budget, the Government, in partnership with the private sector, will reward excellence in graduate studies in science and technology through new graduate scholarships. Seventy-five million dollars will be awarded to students over ten years through this initiative. The government has committed $5 million annually over ten years to this program, starting in 1998-99. Universities are expected to raise from the private sector the remaining $2.5 million annually toward the cost of scholarships provided to graduate students.

The scholarship value will be to a maximum of $15,000 annually, or $5,000 per term. Consistent with the 2:1 ratio of government funding to institutional funding for this program, the Ontario government portion of the award to an individual student will be to a maximum of $10,000 annually, or $3,333 per term. The remaining funds are to be provided by the institution, through fund-raising from the private sector. Individual universities can determine the actual value of the scholarships awarded, up to the maximum per term, based on the number of students they wish to support.

The program is administered by the universities, with each university selecting its top students for the award. Detailed programs guidelines have been distributed to the universities, outlining eligibility criteria, selection criteria, eligible disciplines, and accountability and reporting requirements.

Allocation of Funds

The requirement for the universities to raise one-third of the scholarship funds necessitates that the provincial funds be allocated to the universities on a formulaic basis so that they can undertake to raise the matching funds for the number of scholarships they can award.

The allocation mechanism relates directly to the purpose of the program, which is to reward excellence in graduate studies in science and technology. The provincial funds will be distributed according to each university's share of eligible[14] full-time domestic graduate enrolments in applied sciences, biological sciences, and physical sciences, using a three-year rolling average of enrolments. To account for changes in enrolment levels among institutions and for the introduction of new graduate programs over the ten year period, the allocation will be re-calculated each year, based on the moving average of enrolment for the previous three years.

The average of 1995-96,1996-97 and 1997-98 graduate enrolments (full-time, eligible, domestic students in applied, biological, and physical sciences) was used as the basis for allocating $5,000,000 for 1998-99. The distribution of shares was rounded to the nearest $10,000.

However, universities were asked to indicate the amount of their notional allocation they could spend on scholarships for 1998-99, and that amount was transferred to each university. The remainder will be added to each institution's allocation in subsequent years.

Envelopes that have been rolled into the basic grants envelope.

1.3.11. Enrolment Adjustment/Accessibility Envelope

In 1987-88, this envelope operated as an adjustment for funding anomalies which developed over the latter years of operation of the previous formula as a result of differences in the patterns of enrolment growth among Ontario universities. In 1988-89, this envelope was designated for the recognition of enrolment growth in 1987-88 beyond 1986-87 levels. In 1988-89, this envelope funded additional enrolment growth in 1988-89 over 1987-88 levels, as well as the flow-through of the 1987-88 over 1986-87 growth, and also provided special funding to encourage participation by currently under-represented groups. See Appendix 1.3.2. for the dollar amounts allocated.

1.3.11.1. Enrolment Adjustment: 1987-88 Grants

In 1987-88, a total of $25 million in enrolment adjustment grants was allocated in the following manner:

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[14] Enrolments eligible for provincial funding ("BIU eligible").

(1) $12.5 million was allocated according to each institution's proportion of weighted growth BIUs. Growth BIUs were defined as the gap between an institutions' undiscounted and discounted BIUs and were calculated by subtracting each institution's 1986-87 funding BIUs (i.e., discounted BIUs) from the average of its 1983-84, 1984-85, and 1985-86 BIUs (i.e., undiscounted BIUs). Each institution's growth BIUs were weighted according to the proportion of its growth BIUs to its undiscounted BIUs (the three-year average indicated above).

(2) $12.5 million was allocated according to each institution's proportion of the university system's unweighted growth BIUs.

For 1988-89, the grant amounts so generated were included in each institution's base grants and base BOI, for the purposes of calculating subsequent base grant entitlements.

1.3.11.2. Accessibility Envelope: 1988-89 Grants

The accessibility envelope recognized incremental enrolment growth in 1987-88 by funding, in 1988-89, the positive difference between each institution's 1987-88 and 1986-87 BIUs (at a rate equal to the 1988-89 base BOI per base BIU), less the positive difference in formula fees between the same two years.

1.3.11.3. Accessibility Envelope: 1989-90 Grants

To address the government's commitment to fully fund the incremental growth identified in 1987-88 in future years, in 1989-90 the positive difference between each institution's 1987-88 BIUs and its 1986-87 BIUs was funded at a rate equal to the 1989-90 base BOI per base BIU, less the associated incremental formula fees.

The government agreed to fund the positive difference between an institution's 1988-89 BIUs and its 1987-88 BIUs, at a rate determined by the total of the positive increases in BIUs between 1987-88 and 1988-89, to a maximum rate not more than the 1989-90 base BOI per base BIU less the associated incremental formula fees.

Total funding under the accessibility envelope in 1989-90 amounted to $88 million. Approximately $37.4 million was allocated to fund the flow-through of 1987-88 growth. A further $4 million was reserved to promote access for disabled persons and the remaining balance of approximately $46.6 million was allocated to fund the enrolment growth between 1987-88 and 1988-89.

1.3.11.4. Accessibility Envelope: 1990-91 Grants

In 1990-91, phasing down of the funding provided within the accessibility envelope commenced, with accessibility funds being transferred via the temporary "transition grants envelope" to the basic grants envelope (see Appendix 1.3.2). In 1990-91, universities received 70% of the funding related to enrolment growth in 1987 over 1986 levels, and 85% of the funding related to enrolment growth in 1988 over 1987 levels. The funds thus freed up were used to fund recent enrolment growth within the transition grants envelope.

1.3.11.5. Accessibility Envelope: 1991-92 Grants

In 1991-92, universities received 40% of the funding related to enrolment growth in 1987 over 1986 levels, and 70% of the funding related to enrolment growth in 1988 over 1987 levels. The funds thus freed up were incorporated into the transition grants envelope to fund recent enrolment growth up to the new corridor mid-points.

1.3.11.6. Accessibility Envelope: 1992-93 Grants

In 1992-93, universities received 40% of the funding related to enrolment growth in 1988 over 1987 levels. The balance of the funding originally associated with this envelope was transferred to the transition grants envelope to fund the planned enrolment growth up to the new corridor midpoints.

1.3.12.Transition Grants Envelope

This envelope funded the movement to new, higher enrolment levels negotiated by the universities with the Ontario Council on University Affairs in 1989. Funds allocated to the envelope were, in part, those freed up from the accessibility envelope as that envelope was phased out, as well as other funds allocated to enrolment growth (see Appendix 1.3.2.). Government undertook to add $91.1 million to the university operating allocation over the years 1990-91 through to 1994-95 in order to accommodate new, planned enrolment levels.

Distribution of the funds within this envelope was based on the difference between the current moving-average of weighted enrolment (moving-average BIU counts) which was implemented in 1990-91 and base BIU counts. The moving-average was a five-year average, slipped one year.

BIUs funded under this envelope were capped at the level of the new, negotiated, corridor mid-points, and were net of any BIUs funded under the accessibility envelope. Associated standard fees were taken into account in the grant calculations.

In 1996-97, funding allocated under the transition envelope was integrated with the basic grant envelope allocation.

1.3.13. Program Adjustment Envelope

The government's allocation for university operating support announced in November 1986[15] included provision for funds to assist in meeting the costs associated with program closure, program start-up in areas of critical need, moving capacity from one institution to another or initiating co-operative efforts or joint programs in order to facilitate desired program adjustments--the overall objective being to enhance quality and to encourage rationalization and differentiation.

The program adjustment envelope began in 1987-88, as a pro-rata distribution of $7 million. From 1988-89 onwards, the program operated on a quasi-competitive basis, with institutions submitting project proposals to OCUA for assessment and recommendation to

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[15] Letter from the Honourable Gregory Sorbara, Minister of Colleges and Universities to Mrs. Marnie Paikin, Chairman, Ontario Council on University Affairs, November 3, 1986, announcing operating support for 1987-88.

the Minister.

Two competitions were held. The first resulted in the allocation of funds in 1988-89 and in 1989-90, the second in the allocation of funds in 1990-91 and 1991-92.

When the results of the second competition were assessed, concern was expressed[16] that the projects submitted, while meeting the minimum criteria for the envelope, did not accomplish the true objectives of the program, principal among them the initiation of significant change. A $2.3 million constraint was imposed on the program adjustment envelope for 1991-92. This, coupled with the concerns expressed about the significance of the proposed projects, resulted in a reduced number of projects being funded. Complete funding for the approved projects was flowed to the institutions in 1990-91 and 1991-92, leaving no carry-over commitments for subsequent years.

On October 11, 1991 the minister announced [17] that the program adjustment envelope would wind down at the end of the 1991-92 fiscal year, and the funds freed up from the termination of the program would be added to the basic grants envelope.

1.3.14. Library Enhancement and Student Equipment Fund

Funds originally allocated in 1986-87, and an additional amount allocated in 1990-91, specifically targeted towards the purchase of modern equipment and enhancement of library materials, have been rolled into the basic grants envelope.

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[16] Letters of March 25 and April 30, 1991 from the Honourable Richard Allen, Minister of Colleges and Universities to Dr. H. V. Nelles, Chair, Ontario Council on University Affairs.

[17] Letter from the Honourable Richard Allen, Minister of Colleges and Universities to Dr. H. V. Nelles, Chair, Ontario Council on University Affairs.

2. ELIGIBLE INSTITUTIONS

2.1. Provincially Assisted Institutions

The following institutions are eligible to claim support as outlined in this document, subject to any limitations that may be imposed by the Minister. Eligible enrolment in the federated or affiliated colleges as set out in Section 2.2 may be claimed by the institution below:

Brock University
Carleton University
College of the Dominican or Friar Preachers of Ottawa
University of Guelph
Lakehead University
Laurentian University
Algoma College
Le Collège de Hearst
McMaster University
Nipissing University
Ontario College of Art and Design
University of Ottawa
Queen's University
Ryerson Polytechnic University
University of Toronto
Trent University
University of Waterloo
The University of Western Ontario
Wilfrid Laurier University
University of Windsor
York University

2.2.1. College of the Dominican or Friar Preachers of Ottawa

Dominican College became eligible for 50% provincial support commencing in September, 1973. Any program introduced after September 1, 1967 must have met, or must meet, the same requirements for program approval as they apply to the provincially assisted institutions as set out in Section 3.1.

2.2. Church-Related and Federated or Affiliated Institutions

Institutions named in Section 2.1 may claim full operating support for eligible enrolment in eligible programs in the following church-related institutions [18] which are federated or affiliated with them, subject to the criteria detailed in Sections 2.2.1 to 2.2.3.

Brescia College	(The University of Western Ontario)
Concordia Lutheran Seminary	(Brock University)
Conrad Grebel College	(University of Waterloo)
Huntington University	(Laurentian University)
Huron College	(The University of Western Ontario)
King's College	(The University of Western Ontario)
Knox College	(University of Toronto)
McMaster Divinity College	(McMaster University)
Queen's Theological College	(Queen's University)
Regis College	(University of Toronto)
Renison College	(University of Waterloo)
St. Augustine's Seminary [19]	(University of Toronto)
St. Jerome's College	(University of Waterloo)
St. Michael's College	(University of Toronto)
St. Paul University	(University of Ottawa)
St. Paul's United College	(University of Waterloo)
St. Peter's Seminary	(The University of Western Ontario)
University of Sudbury	(Laurentian University)
Thorneloe University	(Laurentian University)
Trinity College	(University of Toronto)
Victoria University	(University of Toronto)
Waterloo Lutheran Seminary	(Wilfrid Laurier University)
Wycliffe College	(University of Toronto)

2.2.1. Conditions for Funding Eligibility: Students

The conditions for eligibility for full support for enrolment in institutions named in Section 2.2 are:

a) that any student for whom operating eligibility is claimed be registered at one of the provincially assisted universities named in Section 2.1 and the degree awarded be that of the provincially assisted university; and

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[18] Federated/affiliated institutions are shown with corresponding provincially assisted universities in brackets.

[19] St. Augustine Seminary terminated its initial affiliation agreement with the University of Toronto on July 1, 1988. Thus the University of Toronto did not include enrolment associated with the seminary in its 1988-89 eligible enrolment reports. All enrolment associated with the seminary was removed from the University of Toronto totals, effective for funding in 1989-90. (Enrolment based portions of 1989-90 funding are based on enrolment in the years up to and including 1988-89.) A new affiliation agreement was signed in July 1989 and funding was re-instated for 1990-91, at which time eligible enrolment was re-introduced to the University of Toronto totals.

b) that the standards of admission, curriculum, graduation, etc. be established and regulated by the appropriate academic bodies of the provincially assisted university.

2.2.2. Conditions for Funding Eligibility: Non-Theological Programs

Only those non-theological programs in existence at the federated and affiliated colleges when the 100% support policy was introduced on September 1, 1974 become automatically eligible. All other non-theological programs must have met, or must meet, the same requirements for program approval as those which apply to the provincially assisted institutions as set out in Section 3.1.

2.2.3. Conditions for Funding Eligibility: Theological Programs

Only those theological programs in existence on September 1, 1967 became automatically eligible for 100% support on April 1, 1976. Any program introduced after September 1, 1967 must have met, or must meet, the same requirements for program approval as those which apply to the provincially assisted institutions as set out in Section 3.1.

3. ELIGIBLE PROGRAMS

3.1. Program Approval Policy

3.1.1. Historical Record

3.1.1.1. Undergraduate Programs: 1974 to November 1, 1981

With the approval of their senates, institutions were free to establish new undergraduate programs and have them funded automatically. Only undergraduate programs of the following types required Ministry approval:

(1) new professional programs,
(2) new health sciences programs,
(3) new Ryerson and Ontario College of Art programs,
(4) new programs requiring extra formula support,
(5) new programs not included in existing weight categories for which a formula weight above 1.0 was required.

3.1.1.2. Undergraduate Programs: November 2, 1981 to December 15, 1982

On November 2, 1981, the Minister announced a freeze on all new undergraduate programs under which:

(1) universities were asked to introduce no new undergraduate programs without prior consultation with the Ontario Council on University Affairs (OCUA);

(2) universities could report enrolment in a new program for formula grant purposes only if the new program had received:

(a) OCUA's recommendation to the Minister for funding, and

(b) the Minister's funding approval.

The freeze applied to any undergraduate program offered by a university after November 1, 1981, which in content, format, or mode of presentation differed significantly from any of the programs previously offered by that university in which students were enrolled. Wherever clarification was required on the application of this general definition to particular cases, it was the university's responsibility to obtain it from OCUA.

Enrolment in new programs not approved for funding was to be reported as ineligible for formula grants. These freeze requirements terminated in December, 1982.

3.1.1.3. Undergraduate Programs: December 16, 1982 to November 7, 1996

In 1982, a new process was created for the review of new undergraduate programs. New programs in basic and "core" Arts and Science disciplines could be reported as eligible for grant purposes without having to obtain specific ministerial approval, while new "professional", "quasi-professional" and "special" undergraduate programs were required to undergo review by OCUA and receive minister's approval in order to be counted as eligible for funding purposes.

On May 29, 1996, in response to the *Woods Task Force Recommendations on Agencies, Boards and Commissions*, the Minister announced OCUA and the Academic Advisory Committee (AAC) would be disbanded as of August 31, 1996. OCUA's and AAC's responsibilities with regard to academic program approvals were to be assumed by the Ministry.

3.1.2. Current Policy: Undergraduate Programs

On November 8, 1996 the Ministry announced an interim policy of "self-administered regulation" for 1996-97 to apply to both undergraduate and graduate programs (see Appendix 3.1).

3.1.2.1. Basic "Core" Arts and Science Programs

New programs in basic "core" Arts and Science disciplines may be reported as eligible for grant purposes without having to obtain specific ministerial approval, except where such a new program:

(i) does not have a formula weight already assigned and a weight greater than 1.0 is sought; or

(ii) will require extra operating support; or

(iii) cannot be accommodated within existing available university facilities.

Programs in basic "core" Arts and Sciences disciplines are:

Biological Sciences (including Biotechnology)
English Language and Literature
French Language and Literature
General Arts and Science
Humanities (including ancient and classical languages)
Mathematical Sciences and Computer Studies
Physical Sciences
Social Sciences (including Women's Studies)
Theology.

New "core" Arts and Science programs should be reported to the Ministry of Training, Colleges and Universities in the Program Developments Report (see Appendix 3.1) requested each spring.

3.1.2.2. All Other New Undergraduate Programs

All other new university programs at the undergraduate level (i.e., all programs outside the category defined as basic "core" Arts and Science) may be reported as eligible for operating grants only after review and approval by the Minister.

Further guidance regarding the Ministry's program approval procedures and review criteria can be found in Appendix 3.1.

3.1.2.3. Graduate Programs: To 1978

Concern with the proliferation of new graduate programs led the government to impose an embargo on new graduate program developments in 1970, followed by a suspension of the formula for graduate program funding in 1976.

3.1.2.4. Graduate Programs: 1978 to November 7, 1997

In 1978, a program approvals process administered by the Ontario Council on University Affairs, including evaluative criteria, was established to advise the Ministry on the funding of new graduate programs. The Academic Advisory Committee (AAC) was later established in 1981 to apply the criteria and provide independent academic advice to OCUA regarding program submissions. New graduate programs could be reported as eligible for operating grant funding only after successful quality appraisal by the Ontario Council on Graduate Studies; review and recommendation by the OCUA; and approval for funding eligibility by the Minister.

On May 29, 1996, in response to the *Woods Task Force Recommendations on Agencies, Boards and Commissions*, the Minister announced OCUA and AAC would be disbanded as of August 31, 1996. OCUA's and AAC's responsibilities with regard to academic program approvals were to be assumed by the Ministry.

3.1.3. Current Policy: Graduate Programs

On November 8, 1996 the Ministry announced an interim policy of "self-administered regulation" for 1996-97 to apply to both undergraduate and graduate programs (see Appendix 3.1).

3.1.3.1. New Graduate Programs

New graduate programs may be reported as eligible for operating grants only after (a) successful quality appraisal by the Ontario Council on Graduate Studies (OCGS) and (b) review and approval for funding eligibility by the Minister.

3.1.3.2. Existing Graduate Programs

Existing graduate programs (i.e., those which already have been approved by the Minister for funding eligibility) must maintain an acceptable level of quality, as defined and appraised by the Ontario Council on Graduate Studies (OCGS), in order to continue to be eligible for operating grants. Graduate programs are currently subject to periodic appraisal on a seven-year cycle. Any program that is considered by OCGS to have fallen below an acceptable level of quality, or that has been withdrawn from appraisal, must be reported by OCGS to the Ministry of Training, Colleges and Universities which must, in turn, consider whether the program be withdrawn from funding eligibility.

Further guidance regarding the Ministry's program approval procedures and review criteria can be found in Appendix 3.1.

3.1.4. Closed, Merged, Rationalized/Restructured Programs

All closed, merged, and rationalized/restructured programs in the upcoming academic year are to be reported to the Ministry of Training, Colleges and Universities in the Program Developments Report (see Appendix 3.1) requested each spring.

3.1.5. Full-Cost Recovery Programs

Completely new programs[20] that are to be operated solely on a full-cost recovery basis are not subject to Ministry program approval procedures. However, the Ministry does wish to be kept informed of these program developments and the enrolments associated with them. Students in full-cost recovery programs should be reported to the Ministry as "ineligible" for funding on the required enrolment reports. The programs should be reported in the institution's annual Program Developments Report (see Appendix 3.1) each Spring.

Any new initiatives whereby students are enrolled on a full-cost recovery basis **within** regular, publicly-supported programs must be approved by the Ministry in advance of start up. Also, any initiative to convert an existing publicly supported program to full-cost recovery must be approved by the Ministry in advance. No university may simply declare a student who is enrolled in a regular, publicly-supported program ineligible to generate operating formula support. [21]

Normally, full-cost recovery sections within a publicly-supported program will not be considered for approval unless they are similar to existing programs such as the one provided to supernumerary post-graduate medical trainees who are sponsored by foreign governments.

3.1.6. Additional Cost Recovery Programs

As announced on May 6, 1998[22], for 1998-99 and 1999-2000, universities may introduce additional cost recovery for :

(i) graduate programs;
(ii) undergraduate programs in Business/Commerce (second-entry programs only), Dentistry, Law, Medicine, Optometry, Pharmacy, and Veterinary Medicine; and,
(iii) undergraduate engineering and/or computer science, following the approval by the Minister of Training, Colleges and Universities of a plan from the university to double the number of entry-level spaces in computer science and/or high-demand fields of engineering by September 2000, with the expectation of doubling total enrolment in these programs by 2003-04.

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20 Simply mounting a version of a program "off site" does not in itself constitute a new program for cost-recovery purposes.

21 International students enrolled in regular, publicly-supported programs may be declared ineligible under the international student tuition fee deregulation policy (see Section 5.1.3).

22 Letter dated May 6, 1998 from David Trick, Assistant Deputy Minister Postsecondary Division, University Tuition Fee Guidelines, Effective 1998-99.

Additional cost recovery programs are subject to the same program approval requirement as regular programs (both at the undergraduate and graduate levels).

3.2. Categorization and Weighting

3.2.1. General

One full-time undergraduate student enrolled for two terms of general degree work offered in a liberal arts program generates one basic income unit. Work in honours, professional and graduate programs is related on a rough cost basis to this basic core.

The categorization scheme does not pretend to reflect precisely the relative costs or the relative importance of each program at each university. There is no intention that the relationship in the categorization table should be reflected in detail in the spending of any university. The formula weights do not necessarily reflect differences in costs among various subjects within a given program or among program years. The formula for which the weights were initially devised was designed merely to produce a reasonably equitable overall distribution of basic government grants. Use of weighted enrolment, or basic income units, generated by this categorization scheme in various envelopes of the current distribution mechanism reflects the general belief that relative overall program costs continue to be reasonably well defined by the existing categorization scheme.

The calculation of basic income units (BIUs) from full-time equivalents (FTEs) and formula program of study (FORPOS) weights differs slightly at the undergraduate and graduate levels. A full description of the calculation of FTEs is contained in the annual "Essential Notes and Reporting Instructions". The procedure at the undergraduate level involves multiplying a term FTE count (otherwise known as an FFTE or fiscal full-time equivalent) by an annual weight for the undergraduate FORPOS to come up with the BIU count generated by the student for the term in question. At the graduate level, for fall, winter and spring terms, an annual FTE (1.0 for a full-time student, 0.3 for a part-time student) is multiplied by a term weight for the graduate FORPOS to produce the BIU count generated by the student for the particular term. For the summer session, graduate students are considered to be full-time for one half a semester, and therefore count for 0.5 FTE each. At both levels the BIUs for each term in which the student is present are then summed over the fiscal year to produce the BIU count generated for that fiscal year.

3.2.2. Undergraduate: Diploma and First Degree

Category 1 **Annual Weight 1.0**

Arts, First Year Honours
Arts, General
Environmental Studies/Science, First Year Honours
Environmental Studies/Science, General
Pre-Commerce and Business Administration
Pre-Medicine
Science, First Year Honours
Science, General
Secretarial Science
Social Work, First Year

Theology, both degree and diploma
Undergraduate diploma programs (other than those specifically listed in other categories or otherwise provided for in the annual "Essential Notes and Reporting Instructions")

Category 2 **Annual Weight 1.5**

Art-As-Applied-To-Medicine (University of Toronto)
Arts, Upper Years Honours (including Master's level "make-up" year)
Commerce and Business Administration
Fine and Applied Arts
Health Administration (University of Toronto)
Law
Library Science
Physical Education
Physical and Occupational Therapy
Social Work, Upper Years only

Category 3 **Annual Weight 2.0**

Agriculture
Architecture
Education, Elementary and Secondary
Engineering
Environmental Studies/Science, Upper Years Honours
Food and Household Sciences
Forestry
Hygiene and Public Health
Industrial Design (Carleton)
Music, both degree and diploma
Nursing
Pharmacy
Public Health Nursing, diploma
Science, Upper Years Honours (including Master's level "make-up" year)
(See also Section 3.2.5, Note 1.)

Category 4 **Annual Weight 5.0**

Dentistry
Medicine (except years 2 and 3 of McMaster's 3-year program;
see Section 3.2.3 below)
Medicine (except years 1 and 2 of McMaster's 3-year program;
see Section 3.2.3 below) - **Beginning 1998-99**
Veterinary Medicine

3.2.3. Undergraduate: Miscellaneous

Undergraduate programs which do not fall into the categories defined in Section 3.2.2 are shown in the following list. For a more complete list of institution-specific programs and the weights assigned to them, refer to the annual "Essential Notes and Reporting Instructions".

	Annual Weight
Dentistry Residents	2.5
Engineering and Forestry Technology (Lakehead)	1.2
Engineering and Management (McMaster)	
Years 2 and 4	1.5
Years 1, 3 and 5	2.0
Journalism (Carleton)	
Honours, Years 2 to 4 and the one-year post-baccalaureate degree	1.5
(All Year 1 are Category 1, Weight 1)	
Medical Interns and Residents (3 terms)	2.5
Medicine, three years (McMaster)	
Years 2 and 3 only	7.5
(Year 1 is Category 4, Weight 5.0)	

Beginning 1998-99:

Medicine, three years (McMaster)	
Years 1 and 2 only	7.5
(Year 3 is Category 4, Weight 5.0)	

	Annual Weight
OISE/UT Programs	
Certificate in Adult Education (qualifying or make-up year)	1.0
Master of Arts	1.5
Master of Education (10 units, without honours)	2.0
Ontario College of Art and Design -- All Programs	
1976-77 to 1986-87	1.3
1987-88 to present	1.35
Optometry (3 years, i.e., excluding pre-optometry)	3.0
Ryerson - All Programs	
1974-75 to 1976-77	1.34
1977-78 to 1979-80	1.38
1980-81 to 1986-87	1.36
1987-88 to 1993-94	1.42
(Regular weighting applied commencing 1994-95)	
Teacher Education Program (4-year concurrent)	1.25
Undergraduate programs, excluding Law (York)	
1976-77 to 1978-79 only	1.284
(Regular weighting applied before 1976-77 and after 1978-79.)	

Undifferentiated undergraduate programs in the Faculty of Arts and Science (University of Toronto, Scarborough College and Erindale College):	
1972-73 to 1975-76	1.24
1976-77 to 1977-78	1.279
1978-79 to 1980-81	1.326
1981-82 to 1982-83	1.334
1983-84 to 1985-86	1.37
1986-87 to 1987-88	1.391
1988-89 to 1995-96	1.419
(Fully differentiated reporting commenced 1996-97.)	

3.2.4. Graduate Programs

Note: All graduate theology programs carry a weight of 0.5 per term, except for those that have undergone Ministry review and received approval for counting under category 6 or 8.

Category 5 **Annual Weight 2, Term Weight 1**

Master's level and First Year Ph.D direct from a baccalaureate.

Commerce and Business Administration
Health Administration
Journalism
Public Administration

Category 6 **Annual Weight 3, Term Weight 1**

Master's level and First Year Ph.D direct from baccalaureate.

Criminology
Education
Fine and Applied Arts
Humanities
Library Science (other than "make-up" year)
Law
Mathematics
Master of Philosophy (M.Phil.)
Physical and Health Education
Social Sciences
All specialist Graduate Diploma Courses
Graduate programs not elsewhere specified (See Section 3.2.5, Note 2)

Category 7 **Annual Weight 4, Term Weight 1.333**

Master's level and First Year Ph.D direct from a baccalaureate.

Agriculture
Architecture
Art Conservation
Child Study
Dentistry
Engineering
Environmental Studies
Food and Household Science
Forestry
Geography
Hygiene and Public Health
Medicine
Music
Nursing
Pharmacy
Physical Therapy
Physiological Optics
Psychology
Science (Physical and Biological)
Social Work
Urban and Regional Planning
Veterinary Medicine

Category 8 **Annual Weight 6, Term Weight 2**

All Ph.D (except First Year Ph.D. direct from a baccalaureate).

3.2.5. Special Notes

1. Students in the upper years of honours undergraduate work in psychology, geography and mathematics shall be included in Category 3 (annual weight 2.0) because costs of undergraduate work in these subjects appear to be, on the average, similar to costs in honours science. At the master's level, however, mathematics would seem to be more appropriately grouped with the humanities and social sciences, and is therefore included in Category 6 (annual weight 3.0), while psychology and geography, because of laboratory and field work requirements, are again classed with science and engineering in Category 7 (annual weight 4.0).

2. Graduate programs "not elsewhere specified", as shown in Section 3.2.4 (Category 6), include all graduate degree and diploma programs not specifically covered in other categories mentioned in the above categories, or in the annual "Essential Notes and Reporting Instructions".

4. ENROLMENT REPORTING REQUIREMENTS

Ontario universities are required to submit a series of enrolment reports to the Ministry of Training, Colleges and Universities annually. Each university must report all students who are registered in courses or programs normally credited to a degree, diploma, or certificate of the university, whether or not those students are eligible to be considered in the determination of the Ontario government's operating support. The Ministry requires an audit of the enrolment data of institutions that are eligible to receive Ontario operating grants. The objective of the audit is to render an audit report in the form prescribed in Appendix 4.0.

A university must bear the adverse consequences of its own errors in enrolment reporting, but will suffer no grant loss in respect of eligible enrolment under-reported if the situation arose because of an oversight on the part of the Ministry. It is the responsibility of the universities to see that no eligible students are unclaimed. Ministry policy with regard to adjustments is contained in the annual "Essential Notes and Reporting Instructions".

4.1. Eligible Students

Eligible students may be counted in determining an institution's continuing eligibility for grant shares under the basic grants envelope, described in Section 1, and in determining other such grants as may from time to time be based on student enrolment. Fee regulations, as described in Section 5, apply to all eligible students.

Determination of eligibility for funding purposes involves several criteria: the eligibility of the institution at which the student is registered, the program in which the student is registered, and the eligibility of the student him/herself in respect of funding. Eligible institutions are listed in Section 2. Program eligibility for public support is determined according to the procedures detailed in Section 3.

A student is eligible to be counted in the determination of operating grants if that student is enrolled in a publicly-supported program in an eligible institution and falls in any of the categories outlined below:

4.1.1. Citizens

A citizen of Canada within the meaning of the Citizenship Act, or a person registered as an Indian within the meaning of the Indian Act.

4.1.2. Permanent Residents

A permanent resident within the meaning of the Immigration Act, 1976:

(a) a person who has been granted "permanent resident" status; or

(b) a person who has met "all the preliminary requirements" for permanent residency status, and presents a letter from Citizenship and Immigration Canada confirming this. Such letters must be dated prior to the **enrolment count date**, and presented prior to the **enrolment report due date**. Letters from the Immigration Officers would normally confirm the receipt of student's request for visa exemption and indicate prima facie acceptance of the case subject to formalities such as medical examination and reference check.

4.1.3. Eligible International Students

An international student who falls within any of the following categories: [23]

4.1.3.1.

A person who is the dependent [24] of a Canadian citizen or permanent resident of Canada.

4.1.3.2.

A person, and his/her dependents, who:

i) has been admitted to, and remains in, Canada as an officially recognized Convention refugee [25] within the meaning of the Immigration Act, 1976;

ii) is a refugee claimant who applied to the federal government for Convention refugee status prior to January 1, 1989, and can provide documentation from Citizenship and Immigration Canada to that effect.

4.1.3.3.

A visitor, and his/her dependents, who is admitted to and remaining in Canada under clause 10(c) of the Immigration Act, 1976, for the purpose of employment. [26]

4.1.3.4..

A visitor who is admitted to and remaining in Canada under clause 10(c) of the Immigration Act, 1976, with official accreditation from the Canadian government, who has entered Canada, or is in Canada, to carry out her/his official duties as a diplomatic or consular officer; or as a Canadian government-accredited representative or official of a country other than Canada, of the United Nations or any of its agencies, of any intergovernmental organizations of which Canada is a member; or as a dependent or a

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23 Where the status of an eligible international student changes part way through his/her program of study due to circumstances beyond the student's control (e.g., the dependent of a diplomat whose parent is reassigned to another country), the student may be reported as eligible until completion of that program, at which time this grandparenting provision will end.

24 The term "dependent", referred to here and elsewhere in Section 4.1, is defined in Section 1.1.7. For purposes of this manual, a dependent of a person includes his/her spouse, unmarried child, or spouse's unmarried child. Dependent status must be fully documented and must have been established for a minimum of three years for the student to be classified as eligible.

25 The convention refugee determination process occurs in two stages: the first stage, which follows the Immigration Officer's report, results in a decision that the person "is eligible to make a refugee claim", and the second stage which is a hearing before the Immigration and Refugee Board results in a decision on whether the claimant "is a convention refugee". Only after the second stage can a person be considered as an officially recognized convention refugee.

26 A visitor who is a graduate teaching or research assistant is excluded from this category.

member of the staff of any such diplomat, consular officer, representative or official accredited to Canada by the Canadian government; or a member of a foreign military force or of a civilian component thereof admitted to Canada under the Visiting Forces Act or any dependents of such personnel.

4.1.3.5.

A person who is a participant in an Ontario government sponsored exchange agreement.[27]

4.1.3.6.

A person, admitted to and remaining in Canada under clause 10(a) or 10(b) of the Immigration Act, 1976, who is a holder of an Ontario Graduate Scholarship awarded in April, 1996.

4.1.4. Additional Cost Recovery Programs

A student's eligibility for funding is not affected whether a student is enrolled in a regular program or an additional cost recovery program. For example, if a student enrolled in a program was eligible for funding prior to that program becoming an additional cost recovery program, that student is still eligible for funding after the program becomes an additional cost recovery program. The opposite also holds true. If a student enrolled in a program was not eligible for funding prior to that program becoming an additional cost recovery program, that student is still not eligible for funding after the program becomes an additional cost recovery program.

4.2. Ineligible Students

Commencing with the reporting of 1994 winter term enrolment, no university may simply declare a student who is enrolled in a regular publicly-supported program, ineligible to be counted in determining institutional operating grant assessment.[28, 29]

Students who are properly determined to be ineligible for funding purposes are not subject to the fee regulations described in Section 5, with the exception of ineligible international students who are grandparented under the provisions of the international student fee

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[27] An example would be participants in the Ontario-Jiangsu Academic Exchange Agreement between the Ontario Ministry of Training, Colleges and Universities and the Higher Education Bureau of Jiangsu Province, China.

Note that international students studying in Ontario under the Ontario/Four Motors for Europe student exchange programs and the Ontario/Four Motors for Europe Multiregional International Business Program (MIBP) are exceptions. These students may not be claimed as eligible in determining operating support. They are also exempt from the payment of tuition fees in Ontario.

[28] Memorandum of April 21, 1994 from the Honourable Dave Cooke, Minister of Education and Training, to the Executive Heads of the provincially assisted universities and related institutions.

[29] International students enrolled in regular, publicly-supported programs may be declared ineligible under the international student tuition fee deregulation policy (see Section 5.1.3).

deregulation which took place in 1996-97.

A student is ineligible to be counted in the determination of operating grants if that student falls in any of the categories outlined below:

4.2.1. Auditors

A student who is "auditing" a university credit course (possibly registered in the course, but not taking the course for credit standing). To be claimed as eligible, a student must have taken a course for credit standing. Mere registration in a course does not mean eligibility for formula support.

4.2.2. Full-Cost Recovery Programs

A student who is enrolled on a full-cost recovery basis in a program for which government funding has not been requested and is not being provided. (See Section 3.1.5 for program approval procedures regarding full-cost recovery programs.)

4.2.2.1.

A student who is enrolled on a full-cost recovery basis in a regular, publicly-funded program under special agreement with a government or corporate sponsor, such as the supernumerary post-graduate medical trainee who is sponsored by a foreign government. (See Section 3.1.5 for program approval procedures regarding full-cost recovery programs.)

4.2.3. Ineligible Church-Related Institutions

4.2.3.1.

A student who is enrolled in a church-related institution which does not meet the criteria outlined by the Minister in his letter of June 26, 1975 concerning affiliation with a provincially assisted degree granting institution. [30] (See Section 2.2 for more details).

4.2.3.2.

A student who is enrolled in an affiliated church-related institution in a theological program of study introduced after September 1, 1967, which has not met the requirements for program approval as set out in Section 3.1, or in a theological program that was ineligible under the former federal scheme of grants for universities and colleges.

4.2.3.3.

A student who is in an affiliated church-related institution in a non-theological program introduced after September 1, 1974, which has not yet met the requirements for program approval set out in Section 3.1.

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[30] Dominican College has special status in this regard. See Section 2.1.1.

4.2.4. Ineligible International Students

An international student who does not fall in any of the categories listed in Section 4.1.3.

4.2.5. Ineligible Students: Miscellaneous

4.2.5.1. Ineligible Undergraduate Students

An undergraduate level student who:

(a) is enrolled in an undergraduate program of study for which Ministry funding approval is required but has not been obtained;

(b) is registered in the first year of undergraduate degree program and, on the applicable count date, has not successfully completed the requirements for the Ontario Secondary School Honour Graduation Diploma (SSHGD) or the Ontario Secondary School Diploma with six Ontario Academic Credits (OSSD with 6 OACs) or the equivalent from other educational jurisdictions, with the exception of:

(i) a mature student;

(ii) a student registered in Music at the University of Toronto who has completed the requirements for the Ontario Secondary School Graduation Diploma (SSGD) or the Ontario Secondary School Diploma (OSSD) or the equivalent from other educational jurisdictions and has certain additional qualifications in music;

(iii) a student who is registered in the transitional year program of the University of Toronto who lacks the ordinary entrance qualifications because of economic, social, cultural or ethnic factors; or

(iv) a student who is registered in the first year of a trimester program in the Winter or Spring term at the University of Guelph who leaves Ontario Secondary School Year 5 studies before the end of the normal school year with the permission of the high school principal.

4.2.5.2. Ineligible Graduate Students

A graduate level student who:

(a) is enrolled in a graduate program introduced after Spring, 1971 which has not received approval in writing from the Ministry of Training, Colleges and Universities or for which funding approval has been withdrawn;

(b) is enrolled in a program of study that has not been favourably appraised by the Ontario Council on Graduate Studies; (Note that appraisal is mandatory for Ph.D. programs established after January 1, 1969 and Master's programs established after July 1, 1967.)

(c) has had the maximum of claimable BIUs claimed prior to the term being reported on; (Students who will exceed the maximum as a result of the

term being reported on should be claimed as eligible at the full entitlement and adjustment made by means of the minima/maxima provisions, as explained in Section 4.6), or

(d) is registered but inactive. (This would include a student working on his/her thesis and not making substantial demands on the resources of the institution.)

4.3. Part-Time Studies

Any university claiming support for students not engaged in studies on a full-time basis will be expected to meet the following criteria:

4.3.1. Faculty and Teaching Staff

Instructors of part-time students are full members of the appropriate department and faculty with the full privileges and responsibilities of any regular or part-time faculty member. Appointments to the faculty, terms and conditions of work, including remuneration, should be consistent within the institution irrespective of whether a faculty member is teaching full-time or part-time students. Payment for services rendered should be based upon a regular teaching load, without regard to the time of day at which courses are taught. Overload teaching is not precluded in special circumstances.

4.3.2. Academic Structure

The development of courses of study for part-time students should be handled within the normal university structure under the direction of the senate or appropriate academic governing body. In universities where a college system is operative, it may be deemed appropriate to establish or maintain a special college having specific responsibility for part-time students. In such cases, the college itself, as well as the members of the teaching faculty and students, should have the same relationship to the university, including participation in the governing structure, as would prevail with any other college.

4.3.3. Admissions, Examinations and Academic Regulations

Regulations for part-time students should be built into the overall academic structure in such a way that the requirements for admission, promotion, degrees, etc., applying to part-time students are identical with those for full-time students. Special regulations for mature students, for example, should be university-wide or faculty-wide, without respect to wheer a student is proceeding towards a degree on a part-time or full-time basis. While it is recognized that some special academic regulations for part-time students in particular may be required, these and academic regulations of a similar nature **not** specially for part-time students should be developed and administered by the same bodies and in the same manner.

4.3.4. Scheduling

The university should schedule its classes on an integrated extended day program basis which allows part-time students to enrol in classes offered during either day or evening hours and full-time students to attend classes specifically scheduled for part-time students when practical. The foregoing does not apply to work done through correspondence courses.

4.3.5. Interpretation

Any question with respect to the eligibility of part-time students at university should be submitted in writing to the Director, Universities Branch, Ministry of Training, Colleges and Universities.

4.4. Reporting of Undergraduate Level Students

For purposes of calculating and reporting fiscal FTEs (FFTEs) for undergraduate students, a number of specialized definitions apply:

4.4.1. Definitions

4.4.1.1. Term

A period of studies (including examinations) at a university, of about 15 to 17 weeks in length; or one half an academic year; or a semester; or the equivalent, as determined by a university. The terms are deemed to be: spring term (May - August); fall term (September - December); winter term (January - April). At some institutions, summer sessions and/or intersessions also exist. These sessions are about six weeks in length, and provide the equivalent of a term of study in a limited number of courses. These sessions normally take place between May and September.

4.4.1.2. Academic Year

A period of studies (including examinations) normally comprising the months of September to April/May inclusive, or the equivalent.

4.4.1.3. Normal Full-Time Study Load

The normal full-time study load of an academic year in a program which would enable qualified persons whose principal activity is study at a university, to qualify for the university's degree or diploma in a specified normal number of academic years or terms for that program, assuming for purposes of definition, no more than one attempt at any part of those studies.

4.4.1.4. Unit of Study

A course, credit, credit hour or other unit of measurement established by a university to represent one part of the total requirements for completion of a degree or diploma program.

4.4.1.5. Registration Level

The ordinal number of years, terms, semesters, etc. employed by a university to indicate the standing of a student in the various stages or levels of a program (e.g. first year student, second year student, first semester student, etc.).

4.4.1.6. Fiscal Full-Time Equivalent

One FFTE is represented by a student whose study load in the fiscal year is equal to the normal full-time study load for his or her program and level of registration in the academic year.

4.4.2. Application of Definitions

The great variety of programs leading to degrees and diplomas means that the calculation of FFTEs by each institution will be determined by the nature of the program itself while, at the same time, complying with the intent of the definitions provided in Section 4.4.1. Some examples are provided as guidelines:

4.4.2.1. FFTE of Programs Defined by Unit of Study

Some programs measure progress toward the degree or diploma and express requirements for completing the program in exact numbers of units of study. For such programs, the "normal full-time study load" for an academic year is the total number of units of study required to complete the program, divided by the number of academic years of full-time study specified for that program. The FFTEs for a term are calculated by dividing the number of units of study registered by students in the program on the term count date, by the "normal full-time study load" for the academic year.

4.4.2.2. FFTE of Programs Defined by Academic Year

Some programs measure student progress toward the degree or diploma in "blocks" of study, usually of an academic year in duration. All work prescribed is compulsory, and promotion is from one "registration level" to the next rather than by discrete units of study. There is no part-time study, and students are not permitted to complete the degree or diploma requirements in less than the specified number of academic years or terms of full-time study. The only instance where a study overload is taken is for repeating failed work. In this case, the "normal full-time study load" is the total work of the academic year. The FFTEs for the term are equal to half the number of students registered in the program on the count date of the term.

4.4.2.3. FFTE of Programs Incorporating Normal Full-Time Study Load

Some programs, particularly some honour and professional programs, prescribe variable "normal full-time study loads" reflecting the fact that within the same program there may be differences in the work expected of individual students for the same degree or diploma. This arises because of differences in enrichment or emphasis. For such programs the "normal full-time study load" is any amount of work within the range prescribed. For students whose study loads are outside the range, the "normal full-time study load" would be the mid-point of the range, unless the institution identifies a point more representative of the loads of students engaged in full-time study in that program. The FFTEs for a term would be equal to half the number of students within the range of the "normal full-time study load" and, for students whose study loads are outside the range, the FFTEs would be determined by the sum of the study loads taken by such students in the term, divided by the normal full-time study load for the academic year. The total FFTEs for the term is the sum of the two situations above.

4.4.2.4. FFTE of Students in Credit Courses/Units of Study

In the case of students not registered in programs leading to degrees or diplomas but enrolled in units of study which are normally credited toward degrees or diplomas, the "normal full-time study load" and the method of calculating the FFTEs is governed by the program to which the units of study are usually credited.

4.4.2.5. FFTE of Students in Summer Session

The FFTEs for students registered on the applicable count dates in the summer sessions or intersessions are calculated by multiplying the number of student registrants by the fraction, in credit value, that the unit of study represents of the "normal full time study load" of the program for the academic year.

4.4.3. Concurrent Programs

Students concurrently registered in two distinct programs of study may be reported in both programs; however, the FTEs claimed under each program should reflect the course load for only that program. In the event that a student is registered in a course which could be equally well applied to either program of study, it is up to the institution to decide under which program the course will be counted. The course may not, however, be counted under more than one program for that student at any one count date.

4.4.4. Eligibility of Courses/Units of Study

For a course or other unit of study to be eligible to be included in the calculation of eligible FFTEs:

(a) it must be taken for credit;

(b) it must normally be acceptable for credit as fulfilling in part the requirements for a degree or diploma of that institution;

(c) the student must be held academically responsible for his or her achievement in it (i.e., success, failure, etc. must be noted on the student's permanent record) in a way consistent with treatment of all courses or other units of study in that program.

A course or other unit of study normally credited toward a diploma may not be regarded as eligible to be included in the calculation of eligible FFTEs in a degree program unless it is normally accepted by the institution as fulfilling in part the requirements for a degree.

4.4.5. Diploma or Certificate Programs

Effective May 1, 1986, courses or other units of study within undergraduate diploma or certificate programs at Ontario universities may be included in the calculation of eligible FFTEs only if:

(a) the course is eligible for credit toward a degree as approved by a senate or governing council;

(b) the minimum admission requirements for the certificate or diploma program are the same as those for degree students; and

(c) similar methods of academic assessment are employed for degree, diploma and certificate students.[31]

4.4.6. Certificate Programs at Ryerson

Effective May 1, 1986, courses or other units of study within certificate programs at Ryerson may be included in the calculation of eligible FFTEs only if:

(a) the course has been approved as part of an existing degree or diploma program and is transferable for full credit towards a degree or diploma program, and is transferable for full credit towards a degree or diploma;

(b) minimum admission requirements are the same as for degree or diploma students;

(c) similar methods of academic assessment are employed for degree, diploma and certificate students.

4.4.7. Additional Qualification Courses for Teachers

The Treasurer of Ontario announced on April 23, 1993, as part of the government's expenditure control plan measures, that government funding of enrolments in additional qualification courses for teachers would be phased out during a four-year period, 1993-94 to 1996-97. Commencing 1997-98, these courses will no longer be eligible for any government support.

4.4.8. Differentiating Enrolment Between Honours and General Programs in Arts and Science

The following guidelines were adopted by the Ministry [32] following acceptance of the recommendations put forward by the Ontario Council on University Affairs in Advisory Memorandum 90-V, "Differentiation Between honours and general Programs in Arts and Science".

The guidelines were developed in response to the Minister's request for advice as to whether there should be a uniform system to differentiate honours and general students for enrolment reporting purposes. [33] The basic aims of the guidelines are to ensure fair and consistent reporting practices. A common approach in differentiating between honours and general programs is employed. In general,

(a) all institutions must use the students' own declarations of the programs the students are pursuing in order to support honours/general reporting;

(b) institutions must test the student declarations against their own academic policies

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31 Ontario Council on University Affairs Advisory Memorandum 85-I.

32 Letter of November 21, 1990 from the Honourable Richard Allen, Minister of Colleges and Universities, to Dr. H.V. Nelles, Chairman, Ontario Council on University Affairs.

33 Letters of February 15 and May 29, 1989 from the Honourable Lyn McLeod, Minister of Colleges and Universities, to Dr. H.V. Nelles, Interim Chairman, Ontario Council on University Affairs.

and procedures in order to ensure that the courses the students have completed and those in which they are currently registered and their academic records support the reasonableness of institutional claims; and

(c) institutions are held accountable for their application of these tests through the audit of enrolment.

4.4.8.1. Student Declarations

Procedures for obtaining/maintaining student declarations should be as simple and straightforward as possible, and yet provide accurate, up-to-date information.

Procedures and documentation requirements may vary among institutions; however, the information required on the declaration should be collected systematically and fairly.

A student declaration is required for each student that the institution proposes to report in Arts or Science at a weight greater than one and it must indicate that the student is pursuing a four-year, honours or specialist degree in a specified discipline or disciplines.

Initial Student Declarations: The students, who are the primary agents in deciding what degree and program they are pursuing, must make an active initial declaration of intent, that is to say:

a) the first declaration must be the individual student's own statement -- or a similar act of volition in the case of electronic registration, such as choosing from a list of unbiased options and then entering an appropriate selection -- not that of the university or any other party;

b) this declaration must be made at the time that the student has the first opportunity to enter a four-year honours or specialist program;

c) this declaration must be freely made -- the student must not be led into making this statement by such devices as a pre-printed response; and

d) the student's signature (or a bona fide proxy, approved in writing by the Ministry, in the case of electronic registration) is required.

Subsequent Student Declarations: Student declarations, subsequent to the initial one, are required each time the student is asked to register his or her program of courses. These declarations:

a) are to be made in a formal manner;

b) must be "active" in nature (as indicated above) when a change is required of such magnitude as to alter the student's program or honours/general classification;

c) may be simply a confirmation of the student's registration status, if not subject to the "active" provision above (e.g., no change at all or merely a course drop/add change).

The university must have on file, for each applicable count date, a current and accurate record of the student declaration for each student in Arts or Science at a weight greater than one for whom the institution is seeking formula funding.

4.4.8.2. University Attestations

As with student declarations, university attestation procedures and documentation requirements may vary among institutions. Although each university's attestation procedure may be developed independently of the other universities and is to be based on the institution's own academic policies, the attestation must contain at least the following elements:

a) The student must have successfully completed the university's first year requirements and the requirements for entry into an honours or a four-year specialist program in Arts or Science. (In the case of universities on credit systems, this would normally mean that a student must have successfully completed at least four full courses or eight half courses before he/she may be reported in the upper years honours category.)

b) The procedure must assess whether the student had met, or could reasonably be expected to meet, the university's requirements for a specialist or honours degree in the specified discipline(s), given the courses enroled in and the work completed to date. This examination of the students' records must include:

   - the courses completed and registered in with regard to the subject of specialization;

   - the seniority of the courses of the subjects(s) of specialization completed or registered in; and

   - the academic record of the students, all in relation to the university's own academic requirements.

The attestation procedure must also verify whether the student has obtained all necessary approvals from appropriate authorities in the university.

The institution's external auditor must ensure that the above minimums, at the very least, are met.

Students may be categorized as honours/specialists for enrolment reporting purposes only if:

a) their declarations indicate that they are pursuing a specialized or honours program leading to a four-year degree, and

b) they state the subject(s) of specialization, and

c) the institution's test of the students' declaration substantiate the reasonableness of the students' claim.

The university must have on file, for each applicable count date, a current and accurate record of the university attestation for each student in Arts or Science at a weight greater than one for whom the institution is seeking formula funding.

A detailed description of each university's specific methodology for obtaining and verifying student declarations is to be sent to the Ministry, in writing, prior to implementation of the

methodology under the guidelines outlined here. After reviewing the submission, the Ministry will provide written confirmation regarding the compliance of the methodology to these guidelines. What is sent to the Ministry must be the description that the institution's external auditor will use to verify that the institution has adhered to its own regulations. (Any significant change to this description requires Ministry confirmation.)

Each institution's description of the specific methodology for verifying student declarations (and any subsequent changes) will be circulated by the Ministry to the other universities for their information.

4.4.8.3. Implementation

In keeping with the concept of openness and fairness, matters requiring Ministry interpretation/clarification will be transacted in writing by both the institution concerned and the Ministry; the outcome(s) of this procedure will be made known to the other institutions by the Ministry.

Enrolment reporting under the guidelines became effective in 1992-93. The effects of the guidelines on reported BIU counts are to be phased-in over a five-year period, to be fully implemented by the end of 1996-97.

Institutions were permitted to omit the phase-in process, if they so chose and were able to demonstrate that reporting all applicable Arts and Science enrolment under the new guidelines would result in a reduction or no change in applicable BIU counts. Institutions were to advise the Ministry, in writing, of their intentions in this regard when they submitted the initial enrolment report using these (new) guidelines. [34]

For those institutions opting to phase-in the effects of the guidelines, their "blended" Arts and Science BIU counts are to be used for funding purposes. These "blended" counts are based on one-fifth of the enrolment reported under the new reporting requirements and four-fifths under the old reporting requirements in 1992-93, two-fifths "new" and three-fifths "old" in 1993-94, and so forth until 1996-97 when all Arts and Science BIU counts will be based on enrolment reported under the new guidelines only, i.e., with no blending.

For funding in 1993-94, the first funding year of the phase-in period, each institution will have included in its moving average **the greater of**:

a) its "blended" Arts and Science BIUs calculated for 1992-93, **or**
b) its Arts and Science BIUs reported for 1992-93 under the old guidelines **minus** 1 per cent.

For funding in 1994-95, each institution will have included in its moving average **the greater of:**

a) its "blended" Arts and Science BIUs calculated for 1993-94, **or**
b) its "blended" Arts and Science BIUs calculated for 1992-93 minus 1 per cent,

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[34] Letter of March 25, 1991 from the Honourable Richard Allen, Minister of Colleges and Universities, to the Executive Heads of the provincially assisted universities and related institutions.

and so on, by updating calculations for successive years up to and including funding year 1997-98, the last funding year of the phase-in period.

Commencing funding year 1998-99, BIUs for each new year to be added to the moving average will incorporate Arts and Science BIUs reported only under the new guidelines.

This methodology will ensure an orderly progression to the new guidelines for the few institutions significantly affected by the changes and, at the same time, allow institutions to adapt, as appropriate, during the phase-in period.

Enrolment and associated major trends will be monitored in order to provide confidence in the data reported under the guidelines, i.e., to ensure that there is a reasonable degree of inter-institutional consistency in enrolment reporting and to ensure satisfaction of the fairness and comparability of the enrolment data used.

4.4.9. Arts and Science Programs Not Differentiated Between General and Honours

All students in undifferentiated programs in Arts and in Science not assigned a special weight (that is, a weight greater than 1.0) should be reported as if they were enrolled in the general course, except in the case of fourth year students (who are readily acknowledged as being in the honours category) and except for students in lower years who by virtue of academic standing, or other appropriate criteria embodied in university regulations, may reasonably be considered honours students.

Criteria for such differentiation, if they affect the calculation of funding BIUs, are subject to approval by the Ministry. Universities reporting second and third year students in Arts and in Science as honours should have a clearly differentiated honours program of study in Arts and/or in Science which is clearly distinct from the general program of study, or should have a record on file of the Ministry's approval of the academic criteria in use by the university for the differentiation of honours students for reporting purposes. Commencing 1992-93, the criteria for differentiating honours and general enrolment in Arts and Science programs must conform to Ministry guidelines set out in Section 4.4.8.

4.4.10. Imputing Procedure for Undifferentiated First Year Programs

Where a university employs an undifferentiated program, it is usually impossible to determine first year enrolments which would carry a weight in excess of 1.0 for first year, as first year students are not differentiated until they pass into their second year. In these circumstances, for purposes of calculating the BIU counts which would be generated by these students, enrolments in such programs shall be imputed as follows:

For each program carrying a weight in excess of 1.0 for first year:

(a) Determine for year A, the ratio of second-year enrolment in that program to total second year enrolment.

(b) Calculate provisional first year enrolment in that program by applying this ratio to total first year enrolment.

(c) A year later, on the basis of programs actually taken by the former first year students now in second year, redetermine the ratio.

(d) Apply the amended ratio to year A's total first year enrolment. The result, for BIU count purposes, will be the final first year enrolment in that program for year A.

(e) An imputing adjustment in year B will be reported for the difference between provisional and final first year enrolment in that program in year A.

The above procedure can be extended to the second year of programs whose students are not identifiable as being enrolled in them until the third year. Ministry approval is required to claim imputed BIUs for funding. Such BIUs will be treated as normal BIUs for the purpose of financing.

4.5. Reporting of Graduate Level Students

4.5.1. Graduate Student Status

A graduate student claimed for formula support must:

(1) be engaged in studies requiring an honours undergraduate degree, or its equivalent, as a prerequisite for admission -- except for students enrolled in Category 5 [35] graduate programs where the honours degree admission requirement does not apply. (Students holding an undergraduate general degree, or its equivalent, and enrolled in programs listed under Categories 6, 7 and 8 should be identified as "qualifying year" or "make-up" students and reported as undergraduates.)

(2) be making substantial demands upon the resources of the university where registered;

(3) not be enrolled in a baccalaureate program in any of the following professional fields: social work, library science, law, medicine, teacher education (even if such a student possesses an honours undergraduate degree, he or she is not considered to be a graduate student);

(4) not be ineligible for any of the reasons outlined in Section 4.2.

4.5.2. Full-Time Graduate Student

A full-time graduate student must:

(1) be pursuing his or her studies as a full-time occupation;

(2) identify himself or herself as a full-time graduate student;

(3) be designated by the university as a full-time graduate student;

(4) be geographically available and visit the campus regularly. Without forfeiting full-time status, a graduate student, while still under supervision, may be absent from the university (e.g., visiting libraries, doing field work, attending a graduate course at another institution, etc.) provided that, if any such period of absence exceeds four weeks in any one term, written evidence shall be available in the Graduate Studies

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[35] See Section 3.2.4 for a listing of categories.

Office to the effect that the absence has the approval of the Chairman of the Department and the Dean of Graduate Studies;

(5) be considered to be a full-time graduate student by his/her supervisor or equivalent (designated by the university);

(6) As well as meeting the requirements for full-time status listed above, a student reported as belonging to the special category known as "summer school graduate student", must have been enrolled in a graduate full-time summer program of not less than six week's duration. The full-time equivalents of summer school graduate students are arrived at by multiplying student numbers by a conversion factor of 0.50.

(7) If reported as a full-time summer school graduate in the enrolment for a term report, a student could not also, for that term, be reported as a part-time student. The general rule is that no student may be counted in more than one basic category (full-time, part-time or summer school) in any one term.

4.5.3. Part-Time Graduate Student

All active graduate students other than full-time graduate students as defined above are part-time graduate students.

4.5.4. Counting of Graduate Student FTE

Graduate enrolment is counted on a semester basis, as for undergraduates. Enrolment for two semesters is required for the completion of a "year" for students in Category 5 (weight 2) [36], while three semesters would be required for each full "year" in Categories 6 (weight 3), 7 (weight 4) and 8 (weight 6). Accordingly, students in Category 5 and Category 6 will earn a weight of 1.000 for each semester of attendance, while Category 7 and 8 students will earn, per semester, weights of 1.333 and 2.000 respectively.

The requirements for graduate student status are detailed in Section 4.5.1. above.

Minimum and maximum limits apply to the number of BIUs which a graduate student can generate for a university. See Section 4.5.5.

Part-time graduate students should be reported on a semester basis, calculating the FTE which each student can generate at 0.300 FTE per student. Graduate summer school students are considered as being full-time for one half a semester, and therefore count for 0.500 FTE each. (See also Section 3.2.1).

4.5.5. Minima-Maxima Provisions

The purpose of the minima/maxima provisions is to ensure that the total of funding units claimed for a graduate student fall within a defined range, independent of the actual number of years required by the individual student to complete his or her program of study. These ranges are as follows:

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[36] See Section 3.2.4 for a listing of categories.

FORPOS Category [37]	Minima	Maxima
Category 6 (Weight 3.0)	3 BIUs	6 BIUs
Category 7 (Weight 4.0)	4 BIUs	8 BIUs
Category 8 (Weight 6.0) [38]	21 BIUs	27 BIUs

The minima/maxima provisions were intended to apply only to programs involving a dissertation and ordinarily extending beyond a single academic session. It was for this reason that enrolment in Category 5 programs and in graduate diploma courses are excluded from the minima/maxima provisions. Theology programs reported at a weight of 0.5 per term are considered to fall within Category 5 for purposes of the minima/maxima provisions.

Minima and maxima provisions for graduate enrolment in education programs apply to students first registering after June 30, 1971.

4.5.5.1. Effective Dates

The limits shown above came into effect commencing with the 1968-69 academic session, which was the first year for accumulating units to be counted against individual students (1971-72 for students in education programs). The minima entitlement provisions apply only to students whose graduate studies began in 1968-69 or later (1971-72 in the case of students in education programs).

4.5.5.2. Minima Provisions

If, upon graduation, the total units claimed for a student fall short of the indicated minimum for his or her program, the shortfall may then be claimed as a minimum adjustment. Since it is not possible to predict on given reporting dates whether particular students will in fact be graduating at the conclusion of the semester being reported on, claims for students under the minimum provision should be made after they graduate.

4.5.5.3. Maxima Provisions

Students who are still in attendance and who have reached their maximum limit in total BIUs should be reported as ineligible for financial support purposes, and no further BIUs may be claimed on their behalf.

4.5.5.4. Claiming (or Deducting) of BIUs Under Minima/Maxima Provisions

The report of BIUs claimed or deducted under these provisions should be submitted on the prescribed form along with the enrolment submissions. Claims under the minima provisions should be made on the form submitted immediately following the graduation of the student for whom entitlement is being claimed.

Students partially exceeding the maximum in the term being reported should be shown on the enrolment submission so as to generate the full BIU count in that term, and then

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37 See Section 3.2.4 for a listing of categories.

38 Calculation of claims under these provisions must take into account all units claimed for students while they were in Category 6 or 7 programs.

the appropriate reduction to attain the maximum should be shown on the minima/maxima form; formula fees will be deducted for all such students. Students who are still in attendance and who have entirely exceeded their maximum limit should be reported as ineligible for grant purposes. Students for whom no units are claimed will not have formula fees charged against them.

4.5.6. Transfer of Entitlement

4.5.6.1.

Students transferring into the Ontario system with advanced graduate standing shall have the number of BIUs ordinarily associated with the obtaining of such standing attributed to them.

4.5.6.2.

A graduate student transferring from one university to another within the Ontario system shall transfer only the remainder of his or her maximum total units.

4.5.6.3.

Graduate students who transfer to graduate programs other than those originally embarked upon and on which units were earned will be dealt with as follows:

(a) where advanced standing was granted, the units ordinarily associated with the obtaining of such standing should be attributed to the student; and

(b) where no advanced standing was granted, no units previously claimed for the student need be carried forward.

5. SPECIAL PROVISIONS

5.1. Tuition Fees

5.1.1. Regular Tuition Fees

Standard ("formula") tuition fees are taken into account in the calculation of the operating grant entitlements for each institution. In setting its own support levels, the government considers the basic operating income of the institutions, of which fees are a part.

5.1.2. Discretionary Fees

5.1.2.1.

Through their individual acts of incorporation, Ontario universities have full legal authority to establish their own fee levels. Government regulations provide for a penalty in the form of a grant reduction for fees charged above permitted levels.

5.1.2.2.

The government introduced a provision in 1980-81 allowing institutions to charge a discretionary portion, in addition to the standard tuition fees, without a reduction in government operating grants. The revenue accruing from the discretionary portion of the fees is not considered to form part of basic operating income and thus may be applied to any category of expenditure, with the exception noted below for 1996-97.

Commencing 1980-81, the discretionary portion was set at 10%, allowing institutions to charge up to 110% of the standard fee without grant penalty.

Commencing 1987-88, as a result of changes in policy governing ancillary fee structures, the discretionary portion was increased to 13%, providing for tuition fee rates of up to 113% of the standard fees without a reduction in operating grants.

For 1996-97, the discretionary portion was increased by an additional 10%. Universities could apply the additional 10% discretionary fee on an institution-wide basis. Provided that the revenue generated across all programs did not exceed 123% of the total standard fee revenue across all programs and no single increase from the discretionary component exceeded 20%, (or 33% above the standard fee rate) no grant penalty would be assessed. Appendix 5.1.2.2. shows the implications of this policy on fee rates. 10% of the additional fee revenues were to be reserved for local student aid (calculated as 10% of the difference between the 1995-96 and 1996-97 fee levels, including the discretionary portion, applied to 1996-97 FTE eligible enrolments).

In 1997-98 the discretionary portion was increased by an additional 10%. Universities had the option of increasing average fees by zero to 10% (or 35.3% above the standard fee rate) to a maximum increase of 20% (or 59.6% above the standard fee rate) for any single program without a grant penalty being assessed. Any board that chose to increase fees was required to set aside 30% of the extra revenue to assist students in financial need. This amount would be set aside in addition to the amount first designated for the purpose of student aid under the 10% set-aside in 1996-97.

In 1998-99 the discretionary portion was increased on average by up to 5% to improve the quality of students' programs and an additional 5% to invest in additional education

program improvements (or in total 48.8% above the standard fee rate). The maximum increase for any single program is 20% (or 75.6% above the standard fee rate). Universities must set-aside 30% of the annual increase in fee revenue for student assistance and must publish a Quality Improvement Plan concerning the planned use of the additional tuition revenue. Within 12 months of approving a fee increase and annually thereafter institutions must publish a report on the actual use of the increased fees. A penalty in the form of a government operating grant reduction will be applied to any university that does not comply with the tuition fee policy.

5.1.2.3.

Whether or not the universities levy tuition fees in accordance with the schedule shown in Appendix 5.1.1 of this manual (also shown in the "Essential Notes and Instructions" for enrolment reporting), the Ministry will deem fees to have been levied by the institutions at the standard rates for the purpose of calculating their grant entitlements.

5.1.2.4.

During the early years of "formula" funding of Ontario universities, some special provisions applied to graduate students. A tuition fee exemption was allowed to full-time graduate students in respect of the third of three terms consecutively attended. This exemption was discontinued effective September 1, 1972. Further, permission to use government grants and fees to offset the third term fee was discontinued effective September 1, 1975. The standard fee is now deducted for each term of attendance for all graduate students, including the full-time equivalents of part-time students.

5.1.2.5. Additional Cost Recovery Fees

Universities have discretion to set the fees for additional cost recovery programs (as defined in section 3.1.6). Tuition fees for students enrolled in 1997-98 in these programs will be protected from annual increases exceeding 20%, until such time as they could reasonably be expected to have graduated from their 1997-98 program. All domestic students in the same program and year of study must be charged the same tuition fee rate.

As with regular program fee increases, universities must set-aside 30% of the annual increase in fee revenue for student assistance, and must publish a Quality Improvement Plan concerning the planned use of the additional tuition revenue. Within 12 months of approving a fee increase and annually thereafter institutions must publish a report on the actual use of the increased fees. A penalty in the form of a government operating grant reduction will be applied to any university that does not comply with the tuition fee policy.

5.1.3. International Student Tuition Fees

Ministry-regulated differential fees for international students were instituted in 1977-78 and continued until 1995-96. Effective 1996-97, government funding for the majority of international students was discontinued and tuition fees were deregulated. Universities are now allowed to set tuition fees for all international students who are ineligible to be claimed for funding purposes. Certain categories of international students may qualify as eligible for funding. Those students should be charged a maximum of the domestic fee rate. The categories of international students that are eligible or ineligible to be counted for funding purposes are listed in Section 4.1 and 4.2, respectively.

All international students enrolled in 1995-96, with the exception of students who received a graduate differential fee waiver in 1995-96 (see Item c below), are to be grandparented until either they complete their current program or up to and including the 1998-99 winter term, whichever is earlier. Note:

(a) For grandparented students assessed the international differential fee in 1995-96, the maximum tuition fee that a university may charge for the period 1996-97 to 1998-99 is the lesser of:

   a) the fee that would have been charged had the 1995-96 differential fee policy remained in place, or

   b) the international fee charged to new international students in that program.

(b) International students who were exempt from differential fees in 1995-96 will be assessed a maximum of the appropriate domestic fees until either they complete their current program or up to and including the 1998-99 winter term, whichever is earlier. These students will cease to be grandparented if they lose their scholarships or sponsorships which had permitted them to be exempt in 1995-96.

(c) Students who had received a graduate differential fee waiver in 1995-96, and who would have been awarded a graduate fee waiver in 1996-97 will be assessed a maximum of the appropriate domestic tuition fee in 1996-97.

With regard to grandparented international students and international students who are claimed as eligible for government funding under Section 4.1.3, institutions are expected to have documented procedures in place and implemented that will substantiate the student's grandparented or eligible funding status.

Institutions are required to report international students to the Ministry, whether or not these students are eligible or ineligible for funding purposes.

Institutions are also required to report all international fee schedules to the Ministry annually, for information purposes.

5.2. Compulsory Ancillary Fees

5.2.1.

A compulsory ancillary fee is defined as a fee imposed or administered by a given institution, or one of its constituent parts or its federated or affiliated institutions, in addition to regular tuition fees, which a student is required to pay in order to enrol in, or successfully complete, any credit course.

5.2.2.

Compulsory courses are defined by the Ministry as those courses which a student is required to take in order to fulfil the requirements of his or her program or degree. This definition is of specific concern with respect to field trip fees (see Appendix 5.2, Part C).

5.2.3.

A tuition-related compulsory ancillary fee is a fee which is levied to cover the costs of items normally paid for out of operating or capital revenue (operating and capital grants and tuition fees). Effective May 1, 1987, all "tuition-related" compulsory ancillary fees for items normally paid for out of **operating** revenue were prohibited. Effective September 1, 1991, all compulsory ancillary fees for items eligible for **capital** grants were also prohibited. Any revenue resulting from such fees will be considered to be tuition fee revenue. [Note: Fees associated with the cost of buildings, such as student centres or other facilities which are **not** normally eligible for capital grants, are permitted, whether collected as independent fees or as part of student activity fees.]

5.2.4.

A non-tuition-related compulsory ancillary fee is a fee which is levied in order to cover the costs of items which are not normally paid for out of operating or capital revenue.

5.2.5.

For the purposes of this policy guideline, the term student governments is defined as follows:

> the minimum number of student organizations which have both elected leadership and by-laws setting out their methods of operation and which, when viewed in combination at an individual institution, represent all students who are eligible to vote for a student organization.

The term student government representatives is defined as one representative from each of the above-defined student governments.

These definitions are of specific concern with respect to sections 5.2.7, 5.2.8, 5.2.9, 5.2.10, and the associated appendices.

5.2.6.

All compulsory ancillary fees levied by a university or related institution must:

(i) be non-tuition-related, as defined above;

(ii) be approved by the governing body;

(iii) be announced prior to collection through the institution's calendar and/or published fee schedule(s). [The fee announcements must provide a breakdown of all compulsory non-tuition-related ancillary fees, which explains their purpose(s) sufficiently to allow the student to understand clearly what materials, services or facilities have been made available through payment of the fee(s)]; and

(iv) be reported annually to the Minister of Training, Colleges and Universities (see Appendix 5.2, Part A).

5.2.7.

Compulsory non-tuition-related ancillary fees (except as exempted in Section 5.2.8) which were in effect during the 1993-94 academic year [39] can neither be increased above 1993-94 levels, nor expanded to include new fees, except through the implementation of a **protocol** which has been agreed to by representatives of the institution's administration and student government representatives [in light of the announcement of March 23, 1994 by the Minister of Training, Colleges and Universities] and which has received approval from the institution's governing body.

The protocol(s) will set out the means by which students will be involved in decisions to increase the existing compulsory non-tuition-related ancillary fees or to introduce new ones.

The minimum requirements for a protocol document are provided in Appendix 5.2, Part B - Section I. Examples of some of the non-tuition-related compulsory ancillary fees which might be introduced or increased through the operation of a protocol are found in Appendix 5.2, Part B - Section II.

All approved protocols, showing the approval signatures and the dates of approval, must be submitted to the Director, Universities Branch, Ministry of Training, Colleges and Universities.

5.2.8.

Compulsory non-tuition-related ancillary fees which are exempt from the provisions of Section 5.2.7 are limited to those that follow:

(i) existing and future fees established by student governments, including those resulting from referenda sponsored by them;

(ii) existing fees established through referenda where the sponsor of the referenda was the university administration or a combination of the university administration and students; [University administrations cannot proceed with referenda concerning compulsory non-tuition-related ancillary fees, unless provided for within a protocol.]

(iii) existing and future system-wide fees. System-wide fees are those where, through a formal agreement, the students affected at all Ontario universities pay a comparable fee for a comparable service; [In the case of provincial-based system-wide fees established in the future, the Ministry hopes that students can be involved in the determination of these fees.]

(iv) existing and future fees for the materials and services listed in Appendix 5.2, Part C;

(v) existing and future fees for the total costs of placing students in jobs for work terms. The types of placement costs that are considered eligible for this fee are described in Appendix 5.2, Part D.

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[39] The academic year will be that defined in each institution's academic calendar.

In regard to the compulsory non-tuition-related ancillary fees referenced in item (iv) and item (v) of Section 5.2.8 above, institutions must comply with the following provisions:

(i) institutions must provide a full rationale for each fee, including the reasons for its compulsory nature, at the time it is submitted to the governing body for approval;

(ii) institutions must provide the above rationale to student governments, as well as any other information necessary for student governments to understand the purpose of the fee, the costs included in calculating the fee level, the students for whom the fee will be compulsory, the total revenue available from the fee and the process used for developing the fee; and,

(iii) institutions must respond with a full explanation to inquiries made by student governments in connection with concerns about any of these fees.

5.2.10.

Should an institution levy a compulsory ancillary fee or institute an ancillary fee increase which is contrary to the provisions outlined above and should, in the case of fees covered under Section 5.2.7, no resolution be achieved through discussions among signatories to a protocol, then the institution's operating grant will be reduced by an amount which corresponds to the revenue raised by the fee or the fee increase.

5.3. Exchange Programs and Study Abroad Courses/Programs

Ministry policy concerning exchange programs and study abroad courses and programs has been essentially the same since 1981-82, with the exception of modifications necessitated by the deregulation of international student fees in 1996-97.

5.3.1.

With regard to exchange programs or study courses/programs offered abroad, operating support is intended only for credit courses: [40]

(a) which are recognized as integral parts of specific degree programs at the Ontario institution, and

(b) where effectiveness would be seriously impaired if taught at the Ontario institution instead of abroad, and

(c) where duration in contact hours or equivalent is not less than comparable courses or programs offered at the Ontario institution during the same session.

Summary information on all study abroad courses and programs claimed for operating grants and all the necessary supporting data should be submitted annually by the responsible deans to the institution's registrar, who should see that they are cross-referenced to individual student records and kept on file to be made available to university auditors during the course of their audits of enrolment. See Appendix 4.0 for audit

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[40] Excluding any courses offered as part of a holiday package.

guidelines.

5.3.2.

A student abroad may be claimed for operating support if he/she is registered in an Ontario institution and enrolled for credit in a degree program described in its official calendar, and is either:

(1) an exchange student studying abroad under the terms of a formal exchange agreement, or

(2) a student not part of an exchange program who has:

(a) been assessed the regular academic fee for the course or program being taken;

(b) received instruction paid for by the Ontario institution, regardless of whether the course or program is:

i. offered by the institution's own faculty, or

ii. provided by faculty hired by the Ontario institution, or

iii purchased from a university abroad attended by the student and leading to academic credit,

and where the direct cost (including only items on which provincial operating grants and fees can normally be spent) is similar to that which would be incurred if the student were receiving instruction at the home institution.

5.3.3.

An international student studying in Ontario under the terms of a formal exchange agreement may not be claimed as eligible for operating support purposes, with the exception of a student studying in Ontario as a participant in an Ontario government sponsored exchange agreement.[41]

5.3.4.

Consistent with section 5.3.3, international students studying in Ontario under the provisions of the Ontario/Four Motors for Europe student exchange programs and the Ontario/Four Motors for Europe Multiregional International Business Program (MIBP) may not be claimed as eligible for operating support purposes. (These students are also exempt from the payment of any tuition fees in Ontario.)

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[41] Such as the Ontario-Jiangsu Academic Exchange Agreement between the Ontario Ministry of Education and Training and the Higher Education Bureau of Jiangsu Province, China.

5.4. Students Enrolled at Unrelated Institutions

5.4.1. Cooperative Programs

Wherever a student registered in a program at one institution receives some instruction in that program from another unrelated institution, the following rules apply:

5.4.1.1.

No matter where the student is taught, BIUs may only be claimed by the student's home university (i.e., the university where the student is registered). Fees will be deducted from the university claiming the Basic Income Units.

5.4.1.2.

The arrangement made for payment between the home and host universities should not be reflected in the enrolment reports. Such matters are internal to the institutions involved.

5.4.2. Letter of Permission

When a student receives a formal letter of permission to register in a course or courses at another unrelated institution, each institution may only claim BIUs for those courses for which the student is actually registered at that institution.

5.4.3. Visiting Graduate Students

When a graduate student is registered in a program at one institution and receives some instruction in that program at another unrelated institution, BIUs may be claimed only by the student's home university, i.e., the university where the student is actually registered. The arrangement made for payment between home and host universities should not be reflected in the enrolment reports as it is a matter internal to the institutions involved.

APPENDICES

Note:

To facilitate referencing, appendices are numbered to correspond with the section in which they are first referenced in the body of the manual. The appendices appear in numerical order.

APPENDIX 1.2

SUMMARY OF MAJOR CHANGES IN THE FORMULA 1967-68 TO 1986-87

GRANTS FOR FISCAL YEAR	BIU VALUE	FORMULA WEIGHT CHANGES	COMMENTS
1967-68	$1,320		
1968-69	$1,450 + $24 computer grant		
1969-70	$1,530 + $26 computer grant	(i) undergraduate medicine: 3.0 to 5.0 (ii) undergraduate dentistry: 3.0 to 5.0 (iii) undergraduate veterinary medicine: 3.0 to 5.0 (iv) interns and residents: 1.5 to 2.5 (v) thesis only category (wt.1.0) discontinued. Students to be claimed either as full or part-time.	(i) definition of graduate students for category 5 requires only general (not honours) degree plus other new conditions. (ii) FTE of part-time graduates including graduate summer school changed from a division of course registrations by 5 to a multiplication of part-time numbers by 0.30 reported and weighted on a trimester bases.
1970-71	$1,650 (computer grant incorporated in BIU value)	(i) optometry from 2.0 to 3.0	(i) Graduate summer school conversion factor changed from 0.30 to 0.50.
1971-72	$1,730		(i) 10 month fiscal year (ii) Graduate formula fee increased from $133 per term to $242.50 per term; free third term introduced.
1972-73	$1,765		(i) Conversion factor for part-time undergraduates changed from course registration divided by 6.0 to division by 5.5 for institutions with integrated full and part-time programs. (ii) $100 increase in formula fee for two terms. (iii) free third term ended; graduate bursary introduced.

APPENDIX 1.2 (Continued)

GRANTS FOR FISCAL YEAR	BIU VALUE	FORMULA WEIGHT CHANGES	COMMENTS
1973-74	$1,825		(i) Slip year introduced. (ii) Part-time undergraduate conversion factor to 5.0.
1974-75	$1,955	(i) Upper years undergraduate social work: 1.0 to 1.5 (ii) Masters social work: 3.0 to 4.0 (iii) Forestry technology: 1.0 to 1.2 (iv) Engineering technology: 1.0 to 1.2	
1975-76	$2,111	(i) Ryerson weight established at 1.30	(i) Graduate bursary terminated.
1976-77	$2,312 undergraduate $2,255 graduate	(i) Ontario College of Art weight established at 1.30	(i) Undergraduate enrolment based on 1/3 1974-75 and 2/3 1975-76; graduate based on 1975-76 actual with 3 year freeze. (ii) International student fee of $750 per term based on current enrolment. (iii) Fractional unit counting introduced. (iv) Three term undergraduate reporting.
1977-78	$2,542 undergraduate $2,478 graduate		(i) Undergraduate enrolment based on 1/3 1974-75, 1/3 1975-76 and 1/3 1976-77. (ii) $100 increase in formula fee for two terms except for international students.
1978-79	$2,678 undergraduate $2,611 graduate		(i) Undergraduate count based on Undergraduate Funding Base plus 1/2 (Moving Average less U.F.B.)

APPENDIX 1.2 (Continued)

GRANTS FOR FISCAL YEAR	BIU VALUE	FORMULA WEIGHT CHANGES	COMMENTS
1979-80	$2,833 undergraduate $2,762 graduate		(i) Graduate Funding Base (average of 1974-75, 1975-76 and 1976-77) plus for Masters 1/2 (Moving Average - GFB) and for Doctoral 1/3 (Moving Average - GFB). (ii) Formula fee increased by 5% overall.
1980-81	$3,061 undergraduate $2,985 graduate	(i) Ryerson Moving Average Weight changed from 1.30 to 1.38	(i) Formula fee increased by 7.5% overall. (ii) Limit of 10% above formula fee set for actual tuition fees; charges above 10% to result in formula grant reductions.
1981-82	$3,368 undergraduate $3,284 graduate	(i) Changes to Ryerson's institutional weights as follows: Funding base from 1.3 to 1.34 Moving average from 1.38 to 1.36	(i) New policy introduced on exchanges and study abroad. (ii) Freeze introduced on new undergraduate programs. (iii) Formula fee increased by 10% overall.
1982-83	$3,749 undergraduate $3,656 graduate		(i) Freeze is lifted and new program approval policy is introduced re new undergraduate programs. (ii) Extraordinary formula fee increases for "new registrant" foreign students to $1,350 and $2,200 per term, for Type A and Type B programs respectively. Effective September 1, 1982. (iii) All other formula fees increased by 12.2%.

APPENDIX 1.2 (Continued)

GRANTS FOR FISCAL YEAR	BIU VALUE	FORMULA WEIGHT CHANGES	COMMENTS
1983-84	$3,962 undergraduate $3,864 graduate		(i) Second and final stage of extraordinary formula fee increases for "new registrant" foreign students. New Rates: $1,890 and $3,080 per term for Type A and Type B undergraduate programs respectively. $2,310 for graduate programs. (ii) All other formula fee rates increased by 5% overall.
1984-85	1983-84 (Old) Formula: $4,128 undergraduate $4,026 graduate New Formula: $3,124 Base $ 977 Moving Average		(i) Combination of 2 formulae used: 2/3 grant calculated with 1983-84 formula and 1/3 grant calculated with new formula. (ii) Special provision to ensure that no institution's formula grant increases by less than 5% over 1983-84 level. (iii) All formula fee rates increased by 5%.
1985-86	Old Formula: $4,162 undergraduate $4,059 graduate New Formula: $3,187 Base $ 975 Moving Average		(i) All formula fee rates increased by 5%. (ii) Combination of two formulae used again: 2/3 grant calculated using "old" formula, 1/3 grant calculated using "new" formula.
1986-87	Old Formula: $4,039 undergraduate $4,203 graduate New Formula: $3,312 Base $1,006 Moving Average		(i) All formula fee rates increased by 4%. (ii) Special provisions to ensure that no institution's formula and extra formula grant increased by less than 3.5% over 1985-86.

APPENDIX 1.3.2

ENROLMENT ADJUSTMENT/ACCESSIBILITY/ ENHANCED ACCESS FOR STUDENTS WITH DISABILITIES ENVELOPE ($)[1]

Year	General Enrolment	Students With Disabilities	Total
1987-88	25,000,000		25,000,000
1988-89	36,014,154		36,014,154
1989-90	84,000,000	4,000,000	88,000,000
1990-91	65,522,000	4,188,000	69,710,000
1991-92	52,951,023	4,848,600	57,799,623
1992-93	23,352,000	4,892,000	28,244,000
1993-94		4,892,000	4,892,000
1994-95		4,892,000	4,892,000
1995-96		4,892,000	4,892,000
1996-97		4,892,000	4,892,000
1997-98		4,892,000	4,892,000
1998-99		5,752,000	5,752,000

TRANSITION ENVELOPE ($)

Year	Accessibility Envelope (General Enrolment) Phase-Out	Additional Growth Fund	Total
1990-91	18,459,288	52,400,000[2]	70,859,288
1991-92	31,048,977	78,377,889	109,426,866
1992-93	60,648,000	88,878,000	149,526,000
1993-94		172,138,043	172,138,043
1994-95		169,112,000	169,112,000
1995-96[3]		171,725,890	171,725,890

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1 The character of this envelope changed over the years. See sections 1.3.2, 1.3.11.4, and 1.3.11.6 for details.

2 Includes $4.7 million that was added to the original allotment.

3 Last year for separate Transition Envelope; funding integrated with Basic Grants Envelope commencing 1996-97.

APPENDIX 1.3.4.1.

NORTHERN ONTARIO OPERATIONS GRANTS ($)

Year	Lakehead	Laurentian	Algoma	Hearst	Nipissing	Total
1975-76	550,000	550,000	90,000	30,000	60,000	1,280,000
1976-77	1,075,000	1,085,000	150,000	90,000	141,000	2,541,000
1977-78	1,257,000	1,223,000	158,000	92,000	187,000	2,917,000
1978-79	1,380,000	1,356,000	166,000	97,000	214,000	3,213,000
1979-80	1,484,000	1,434,000	167,000	93,000	238,000	3,416,000
1980-81	1,572,000	1,508,000	170,000	96,000	245,000	3,591,000
1981-82	1,668,000	1,618,000	170,000	98,000	250,000	3,804,000
1982-83	1,805,000	1,772,000	177,000	102,000	274,000	4,130,000
1983-84	2,027,000	2,018,000	185,000	102,000	340,000	4,672,000
1984-85	2,233,000	2,247,000	191,000	101,000	404,000	5,176,000
1985-86	2,423,000	2,480,000	210,000	110,000	453,000	5,676,000
1986-87	2,598,000	2,671,000	226,000	115,000	478,000	6,088,000
1987-88	2,721,000	2,826,000	237,000	120,000	485,000	6,389,000
1988-89	2,883,000	3,001,000	241,000	117,000	518,000	6,760,000
1989-90	3,156,000	3,353,000	239,000	123,000	583,000	7,454,000
1990-91	3,303,000	3,504,000	252,000	128,000	613,000	7,800,000
1991-92	3,476,000	3,688,000	266,000	135,000	645,000	8,210,000
1992-93	3,612,000	3,834,000	276,000	141,000	670,000	8,533,000
1993-94*	3,347,000	3,307,000	256,000	219,000	781,000	7,910,000
1994-95	3,288,000	3,249,000	252,000	215,000	767,000	7,771,000
1995-96	3,245,000	3,207,000	249,000	212,000	757,000	7,670,000
1996-97	2,715,000	2,684,000	208,000	177,000	633,000	6,417,000

NORTHERN ONTARIO MISSION GRANTS ($)

Year	Lakehead	Laurentian	Algoma	Hearst	Nipissing	Total
1987-88	1,278,000	1,327,000	111,000	56,000	228,000	3,000,000
1988-89	1,279,000	1,332,000	107,000	52,000	230,000	3,000,000
1989-90	1,270,000	1,349,000	96,000	50,000	235,000	3,000,000
1990-91	1,270,000	1,348,000	97,000	49,000	236,000	3,000,000
1991-92	1,270,000	1,347,000	97,000	50,000	236,000	3,000,000
1992-93	1,270,000	1,347,000	97,000	50,000	236,000	3,000,000
1993-94*	1,177,000	1,162,000	90,000	77,000	275,000	2,781,000
1994-95	1,156,000	1,142,000	89,000	75,000	270,000	2,732,000
1995-96	1,141,000	1,127,000	87,000	75,000	266,000	2,696,000
1996-97	954,000	943,000	73,000	62,000	223,000	2,255,000

* Pseudo campuses of Laurentian at Hearst and Nipissing are included with the Hearst affiliate or Nipissing University, as appropriate, commencing 1993-94.

Appendix 1.3.4.1. Continued

Northern Ontario Grants*

Year	Lakehead	Laurentian	Algoma	Hearst	Nipissing	Total
1997-98	4,045,654	3,755,635	281,000	287,751	1,114,331	9,484,371
1998-99	4,045,654	3,755,635	281,000	287,751	1,114,331	9,484,371

* This grant encompasses both previous grants. (Northern Ontario Operations Grant and Northern Ontario Mission

APPENDIX 1.3.4.2

BILINGUALISM GRANTS ($)

Year	Ottawa	Laurentian	York	Hearst	Sudbury	St. Paul	Total
1967-68	1,080,000	155,000					1,235,000
1968-69	1,390,083	219,880					1,609,963
1969-70	1,575,323	278,653					1,853,976
1970-71	1,500,000	390,000					1,890,000
1971-72	1,500,000	450,000	100,000	18,000			2,068,000
1972-73	1,500,000	540,000	100,000	20,000			2,160,000
1973-74	1,887,000	540,000	128,000	13,600	10,700	19,300	2,598,600
1974-75	2,100,000	540,000	128,000	15,000	12,000	23,000	2,818,000
1975-76	2,310,000	600,000	140,000	20,000	25,000	25,000	3,120,000
1976-77	2,888,000	690,000	161,000	23,000	29,000	58,000	3,849,000
1977-78	3,172,000	758,000	177,000	25,000	32,000	64,000	4,228,000
1978-79	3,345,000	813,000	146,000	34,000	25,000	114,000	4,477,000
1979-80	4,657,000	1,142,000	176,000	52,000	27,000	192,000	6,246,000
1980-81	4,988,000	1,228,000	173,000	59,000	26,000	223,000	6,697,000
1981-82	5,486,000	1,356,000	173,000	68,000	25,000	264,000	7,372,000
1982-83	6,155,000	1,521,000	194,000	76,000	28,000	296,000	8,270,000
1983-84	6,885,000	1,702,000	217,000	85,000	31,000	331,000	9,251,000
1984-85	9,904,000	2,015,000	832,000	106,000	129,000	828,000	13,814,000
1985-86	10,399,000	2,116,000	874,000	111,000	135,000	869,000	14,504,000
1986-87	10,815,000	2,201,000	909,000	115,000	140,000	904,000	15,084,000
1987-88	11,248,000	2,289,000	945,000	120,000	146,000	940,000	15,688,000
1988-89	11,754,000	2,392,000	988,000	125,000	153,000	982,000	16,394,000
1989-90	14,109,000	3,651,000	1,833,000	140,000	196,000	1,465,000	21,394,000
1990-91	14,772,000	3,822,000	1,919,000	147,000	205,000	1,534,000	22,399,000
1991-92	16,960,000	4,388,000	2,203,000	168,000	235,000	1,762,000	25,716,000
1992-93	17,112,000	4,427,000	2,223,000	170,000	238,000	1,777,000	25,947,000
1993-94	15,863,000	4,104,000	2,060,000	158,000	220,000	1,648,000	24,053,000
1994-95	15,584,000	4,032,000	2,024,000	155,000	216,000	1,619,000	23,630,000
1995-96	15,381,000	3,980,000	1,998,000	153,000	213,000	1,598,000	23,323,000
1996-97	12,869,000	3,330,000	1,671,000	128,000	179,000	1,337,000	19,514,000
1997-98	16,954,658	5,698,325	2,985,836	565,543	355,471	1,468,197	28,028,030
1998-99	16,954,658	5,698,325	2,985,836	565,543	355,471	1,468,197	28,028,030

APPENDIX 1.3.4.3

DIFFERENTIATION GRANTS ($)

Year	Trent	Nipissing	Total
1981-82	1,400,000	0	1,400,000
1982-83	1,400,000	0	1,400,000
1983-84	1,500,000	0	1,500,000
1984-85	1,500,000	0	1,500,000
1985-86	1,500,000	0	1,500,000
1986-87	1,500,000	0	1,500,000
1987-88	1,500,000	0	1,500,000
1988-89	1,500,000	0	1,500,000
1989-90	1,590,000	0	1,590,000
1990-91	1,665,000	0	1,665,000
1991-92	1,773,000	0	1,773,000
1992-93	1,789,000	0	1,789,000
1993-94	1,658,000	0	1,658,000
1994-95	1,629,000	0	1,629,000
1995-96	1,608,000	0	1,608,000
1996-97	1,346,000	0	1,346,000
1997-98	1,346,000	0	1,346,000
1998-99*	1,346,000	530,000	1,876,000

* Beginning in 1998-99 Nipissing become the second recipient for the Differentiation Grant.

APPENDIX 1.3.4.4

EXTRAORDINARY GRANT TO ALGOMA COLLEGE ($)

Year	Total
1989-90	760,000
1990-91	760,000
1991-92	760,000
1992-93	760,000
1993-94	665,000
1994-95	653,000
1995-96	645,000
1996-97	540,000
1997-98	540,000
1998-99	540,000

APPENDIX 1.3.5.

RESEARCH OVERHEADS/INFRASTRUCTURE ENVELOPE ($)

Year	Total
1986-87*	15,000,000
1987-88	25,000,000
1988-89	25,125,000
1989-90	27,170,000
1990-91	28,447,000
1991-92	30,296,000
1992-93	30,569,000
1993-94	28,337,000
1994-95	27,839,000
1995-96	27,477,000
1996-97	22,990,000
1997-98	27,477,000
1998-99	27,477,000

* 1986-87 funding provided under the auspices of the University Excellence Fund program.

APPENDIX 1.3.8.

PAY EQUITY ENVELOPE $ (000)

Year	Total
1991-92	4,998.4
1992-93	14,482.5
1993-94	18,910.0
1994-95	21,549.9
1995-96	18,961.3
1996-97	18,961.3
1997-98	18,961.3
1998-99	18,961.3